

**CONSULTANT SERVICES AGREEMENT  
AGREEMENT FOR CONSULTANT SERVICES  
BY AND BETWEEN  
COUNTY OF HUMBOLDT  
AND  
GHD INC.**

This Agreement for Consultant Services ("Agreement") entered into this 25<sup>th</sup> day of February 2025, by and between the County of Humboldt, a political subdivision of the State of California, hereinafter referred to as "COUNTY," and GHD Inc., a California C corporation, hereinafter referred to as "CONSULTANT," is made upon the following considerations:

WHEREAS, COUNTY, by and through its Department of Public Works – Engineering Division, desires to retain a qualified professional to assist COUNTY in performing on-call design engineering and/or environmental services that are further described in Attachment A – Scope of Work, which is attached hereto and incorporated herein by reference as if set forth in full; and

WHEREAS, such work involves the performance of professional and technical services of a temporary and occasional character; and

WHEREAS, COUNTY has no employees available to perform such services and is unable to hire employees for the performance thereof for this temporary period; and

WHEREAS, pursuant to California Government Code Section 31000, COUNTY may retain independent contractors to perform special services for COUNTY or any department thereof; and

WHEREAS, CONSULTANT represents that it is adequately trained, skilled, experienced and qualified to perform the duties and services set forth in this Agreement; and

NOW THEREFORE, the parties hereto mutually agree as follows:

**ARTICLE I – INTRODUCTION**

- A. CONSULTANT's Project Manager will be Josh Wolf, Civil Engineer. COUNTY's Contract Administrator will be Tony Seghetti, Deputy Director of Public Works, or a designee thereof.
- B. The work to be performed under this Agreement is described in Article II – Statement of Work and the approved Cost Proposal dated January 23, 2025, which is attached hereto as Attachment B – Cost Proposal & Schedule of Work and incorporated herein by reference as if set forth in full. If there is any conflict between the approved Cost Proposal and the terms and conditions of this Agreement, this Agreement shall take precedence.
- C. CONSULTANT agrees to the fullest extent permitted by law, to indemnify, protect, defend and hold harmless COUNTY, and its agents, officers, officials, employees and volunteers, from and against any and all claims, demands, damages, losses, liabilities and costs and expenses, including, without limitation, court costs and reasonable attorneys' and expert witness fees, arising out of any failure to comply with applicable law, injury to, or death of, any person, damage to, or loss of, property or economic loss arising out of the performance of the work described herein, to the extent caused by a negligent act or negligent failure to act, errors, omissions, recklessness or willful misconduct incident to CONSULTANT's performance hereunder, except such loss or damage which was caused by the sole

negligence, or willful misconduct of COUNTY, as determined by a court of competent jurisdiction. The provisions of this article shall survive termination or suspension of this Agreement.

- D. In the performance of this Agreement, CONSULTANT shall act in an independent capacity. It is understood and agreed that CONSULTANT, and its agents, officers, officials, employees and subconsultants, is an independent contractor and that no relationship of employer-employee exists between the parties hereto. CONSULTANT's assigned personnel shall not be entitled to any benefits payable to employees of COUNTY.
- E. COUNTY is not required to make any deductions or withholdings from the compensation payable to CONSULTANT pursuant to the terms and conditions of this Agreement, and is not required to issue W-2 Forms for income and employment tax purposes for any of CONSULTANT's assigned personnel. CONSULTANT, in the performance of its obligations hereunder, is only subject to the control or direction of COUNTY as to the designation of tasks to be performed and the results to be accomplished.
- F. Any third parties employed by CONSULTANT shall be entirely and exclusively under the direction, supervision and control of CONSULTANT. CONSULTANT hereby agrees to indemnify and hold COUNTY harmless from any and all claims that may be made against COUNTY based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement.
- G. Except as expressly authorized herein, CONSULTANT's obligations hereunder are not assignable or transferable, and CONSULTANT shall not subcontract any work, without COUNTY's prior written approval. However, claims for money due to CONSULTANT under this Agreement may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to COUNTY.
- H. CONSULTANT shall be fully responsible to COUNTY for the negligent acts and omissions of its agents and subconsultants, and of persons either directly or indirectly employed thereby, in the same manner as persons directly employed by CONSULTANT.
- J. No alteration or variation of the terms of this Agreement shall be valid, unless made in writing and signed by the parties hereto; and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.
- K. The consideration to be paid to CONSULTANT as provided herein, shall be compensation for all of CONSULTANT's expenses incurred in the performance hereof, including, without limitation, travel and per diem expenses, unless otherwise expressly so provided.

## **ARTICLE II – STATEMENT OF WORK**

The work to be performed under this Agreement is described in Attachment A – Scope of Work and Attachment B – Cost Proposal & Schedule of Work.

## **ARTICLE III – CONSULTANT'S REPORTS OR MEETINGS**

- A. CONSULTANT shall submit progress reports on each specific project in accordance with the Task Order. These reports shall be submitted at least once a month. The report should be sufficiently detailed for COUNTY's Contract Administrator or Project Coordinator to determine, if CONSULTANT is performing to expectations, or is on schedule; to provide communication of interim findings, and to sufficiently address any difficulties or special problems encountered, so remedies can be developed.

- B. CONSULTANT's Project Manager shall meet with COUNTY's Contract Administrator or Project Coordinator, as needed, to discuss progress on the projects.

#### **ARTICLE IV – PERFORMANCE PERIOD**

- A. This Agreement shall go into effect on February 25, 2025, contingent upon approval by COUNTY, and CONSULTANT shall commence work after receiving notification to proceed from COUNTY's Contract Administrator. This Agreement shall end on February 24, 2030, unless extended by written amendment.
- B. CONSULTANT is advised that any recommendation for award of this Agreement is not binding on COUNTY until this Agreement is fully executed and approved by COUNTY.
- C. The period of performance for each specific project shall be in accordance with the Task Order for that project. If work on a Task Order is in progress on the expiration date of this Agreement, the terms and conditions of this Agreement shall be extended by amendment prior to the expiration of this Agreement to cover the time needed to complete the Task Order in progress only. The maximum term of this Agreement shall not exceed five (5) years.

#### **ARTICLE V – ALLOWABLE COSTS AND PAYMENTS**

- A. CONSULTANT will be reimbursed for hours worked at the hourly rates specified in CONSULTANT's approved Cost Proposal. The specified hourly rates shall include direct salary costs, employee benefits, prevailing wages, employer payments, overhead expenses and fees. These rates are not adjustable for the performance period set forth in this Agreement. CONSULTANT will be reimbursed within thirty (30) calendar days after COUNTY's receipt of itemized invoices in duplicate.
- B. In addition, CONSULTANT will be reimbursed for actual incurred direct costs, other than salary costs, that are identified in the approved Cost Proposal and in the executed Task Order.
- C. Specific projects will be assigned to CONSULTANT through the issuance of Task Orders that have been approved by COUNTY's Contract Administrator.
- D. After a project to be performed under this Agreement is identified by COUNTY, COUNTY will prepare a draft Task Order; less the cost estimate. A draft Task Order will identify the scope of services, expected results, project deliverables, period of performance, project schedule and will designate a COUNTY Project Coordinator. The draft Task Order will be delivered to CONSULTANT for review. CONSULTANT shall return the draft Task Order within ten (10) calendar days along with a Cost Estimate, including a written estimate of the number of hours and hourly rates per staff person, any anticipated reimbursable expenses, overhead costs and fees, if any, and total dollar amount. After agreement has been reached on the negotiable items and total cost; the finalized Task Order shall be signed by both COUNTY and CONSULTANT.
- E. Task Orders may be negotiated for a cost plus fixed fee or lump sum (Firm Fixed Price) or for specific rates of compensation, all of which must be based on the labor and other rates set forth in CONSULTANT's Cost Proposal. CONSULTANT shall be responsible for any future adjustments to prevailing wage rates, including, without limitation, base hourly rates and employer payments as determined by the Department of Industrial Relations. CONSULTANT will also be responsible for paying the appropriate rate, including, without limitation, escalations that take place during the terms of the Agreement.

- F. Reimbursement for transportation and subsistence costs shall not exceed the rates as specified in the approved Cost Proposal. CONSULTANT shall be responsible for transportation and subsistence costs in excess of applicable state rates.
- G. When milestone cost estimates are included in the approved Cost Proposal, CONSULTANT shall obtain prior written approval in the form of an amendment to this Agreement for a revised milestone cost estimate from the Contract Administrator before exceeding such estimate.
- H. Progress payments for each Task Order will be made monthly in arrears based on services provided and actual costs incurred.
- I. CONSULTANT shall not perform any work or services until this Agreement has been approved by COUNTY, and notification to proceed has been issued by COUNTY's Contract Administrator. No payment will be made prior to approval or for any work performed prior to approval of this Agreement.
- J. A Task Order is of no force or effect until returned to COUNTY and signed by an authorized representative of COUNTY. No expenditures are authorized on a project and work shall not commence until a Task Order for that project has been executed by COUNTY.
- K. CONSULTANT will be reimbursed within thirty (30) calendar days after COUNTY's receipt of itemized invoices in duplicate. Separate invoices itemizing all costs are required for all work performed under each Task Order. Invoices shall be submitted no later than thirty (30) calendar days after the performance of work for which CONSULTANT is billing, or upon completion of the Task Order. Invoices shall detail the work performed on each milestone, on each project as applicable. Invoices shall follow the format stipulated for the approved Cost Proposal and shall reference this Agreement number, project title and Task Order number. Credits due COUNTY that include any equipment purchased under the provisions of Article XI – Equipment Purchase of this Agreement, must be reimbursed by CONSULTANT prior to the expiration or termination of this Agreement. Invoices shall be mailed to COUNTY's Contract Administrator at the following address:  
  
COUNTY: Humboldt County Department of Public Works – Engineering Division  
Attention: Tony Seghetti, Contract Administrator  
1106 Second Street  
Eureka, California 95501
- L. The period of performance for Task Orders shall be in accordance with dates specified in the Task Order. No Task Order will be written which extends beyond the expiration date of this Agreement.
- M. The total amount payable by COUNTY for an individual Task Order shall not exceed the amount agreed to in the Task Order, unless authorized by an amendment thereto.
- N. If CONSULTANT fails to satisfactorily complete a deliverable according to the schedule set forth in a Task Order, no payment will be made until the deliverable has been satisfactorily completed.
- O. Task Orders may not be used to amend this Agreement and may not exceed the scope of work under this Agreement.
- P. The total amount payable by COUNTY for all Task Orders resulting from this Agreement shall not exceed Four Million Dollars (\$4,000,000.00). It is understood and agreed that there is no guarantee, either expressed or implied, that this dollar amount will be authorized under this Agreement.

## **ARTICLE VI – TERMINATION**

- A. This Agreement may be terminated by COUNTY, provided that COUNTY gives not less than thirty (30) calendar days' written notice of its intent to terminate in accordance with the noticing requirements set forth in Article XXXII – Notification of this Agreement. Upon termination, COUNTY shall be entitled to all work, including, without limitation, any and all reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not.
- B. COUNTY may temporarily suspend this Agreement, at no additional cost to COUNTY, provided that CONSULTANT is given written notice of the temporary suspension in accordance with the noticing requirements set forth in Article XXXII – Notification of this Agreement. If COUNTY gives such notice of temporary suspension, CONSULTANT shall immediately suspend its activities under this Agreement. A temporary suspension may be issued concurrent with the notice of termination.
- C. Notwithstanding anything to the contrary, CONSULTANT shall not be relieved of liability for damages sustained by COUNTY by virtue of any breach of this Agreement by CONSULTANT, and COUNTY may withhold any payments due to CONSULTANT until such time as the exact amount of damages, if any, due COUNTY from CONSULTANT is determined.
- D. In the event of termination, CONSULTANT shall be compensated as provided for in this Agreement. Upon termination, COUNTY shall be entitled to all work, including, without limitation, any and all reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not.

#### **ARTICLE VII – COST PRINCIPLES AND ADMINISTRATIVE REQUIREMENTS**

- A. CONSULTANT agrees that the applicable contract cost principles and procedures set forth in Part 31 of Title 48 of the Code of Federal Regulations (“CFR”) shall be used to determine the allowability of individual terms of cost.
- B. CONSULTANT also agrees to comply with the applicable administrative requirements, cost principles and audit procedures for federal awards set forth in 2 CFR Part 200.
- C. Any and all costs for which payment has been made that are determined by subsequent audit to be unallowable under 48 CFR Part 31 or 2 CFR Part 200 shall be subject to repayment by CONSULTANT.
- D. When a CONSULTANT or Subconsultant is a Non-Profit Organization or an Institution of Higher Education, the Cost Principles for Title 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards shall apply.

#### **ARTICLE VIII – RETENTION OF RECORDS/AUDIT**

For the purpose of determining compliance with California Government Code Section 8546.7, COUNTY, CONSULTANT and any subconsultants hereunder shall maintain any and all books, documents, papers, accounting records, Indirect Cost Rate (“ICR”) work papers, and other evidence pertaining to each party's performance hereunder, including, without limitation, the costs of administering this Agreement. All parties, including, without limitation, CONSULTANT's independent Certified Public Accountant (“CPA”), shall make such work papers and materials available at their respective offices at all reasonable times during the term of this Agreement and for three (3) years from the date of final payment hereunder. Records for real property and equipment acquired with federal funds must be retained for three (3) years after final disposition. COUNTY, the California Department of Transportation (“Caltrans”), the Federal Highway Administration (“FHWA”) and any other duly authorized representative of the federal government having jurisdiction under federal laws or regulations, including, without limitation, the basis of federal funding in whole or in part, shall

have access to any such books, records and documents for audit, examination and review, and copies thereof shall be furnished if requested without limitation.

## ARTICLE IX – AUDIT REVIEW PROCEDURES

- A. Any dispute concerning a question of fact arising under an interim or post audit of this Agreement that is not disposed of by agreement, shall be reviewed by the Humboldt County Auditor-Controller.
- B. Not later than thirty (30) calendar days after issuance of the final audit report, CONSULTANT may submit a written request for review of unresolved issues to the Humboldt County Auditor-Controller.
- C. Neither the pendency of a dispute nor its consideration by COUNTY will excuse CONSULTANT from full and timely performance, in accordance with the terms and conditions of this Agreement.
- D. This Agreement, and any subcontracts related hereto, including, without limitation, cost proposals and ICR, may be subject to audits or reviews such as, but not limited to, an agreement audit, an incurred cost audit, an ICR audit or a CPA ICR audit work paper review. If selected for audit or review, the agreement, cost proposal and ICR and related work papers, if applicable, will be reviewed to verify compliance with 48 CFR Part 31 and other related laws and regulations. In the instances of a CPA ICR audit work paper review, CONSULTANT shall be responsible for ensuring that any and all duly authorized local, state and federal government officials are allowed full access to the CPA's work papers including making copies as necessary. The agreement, cost proposal and ICR shall be adjusted by CONSULTANT and approved by COUNTY's Contract Administrator to conform to the audit or review recommendations. CONSULTANT agrees that individual terms of costs identified in the audit report shall be incorporated into the agreement by this reference if directed by COUNTY at its sole discretion. Refusal by CONSULTANT to incorporate audit or review recommendations, or to ensure that the federal, COUNTY or local governments have access to CPA work papers, will be considered a breach of the terms and conditions of this Agreement, and will be cause for termination of this Agreement and disallowance of prior reimbursed costs.
- E. CONSULTANT's Cost Proposal may be subject to a CPA ICR Audit Work Paper Review and/or audit by the Independent Office of Audits and Investigation ("IOAI"). IOAI, at its sole discretion, may review and/or audit and approve the CPA ICR documentation. The Cost Proposal shall be adjusted by CONSULTANT and approved by COUNTY's Contract Administrator to conform to the Work Paper Review recommendations included in the management letter or audit recommendations included in the audit report. Refusal by CONSULTANT to incorporate the Work Paper Review recommendations included in the management letter or audit recommendations included in the audit report will be considered a breach of the terms and conditions of this Agreement, and will be cause for termination of this Agreement and disallowance of prior reimbursed costs.
  - 1. During IOAI's review of the ICR audit work papers created by CONSULTANT's independent CPA, IOAI will work with the CPA and/or CONSULTANT toward a resolution of issues that arise during the review. Each party agrees to use its best efforts to resolve any audit disputes in a timely manner. If IOAI identifies significant issues during the review and is unable to issue a cognizant approval letter, COUNTY will reimburse CONSULTANT at an accepted ICR until a Federal Acquisition Regulation compliant ICR [e.g. 48 CFR Part 31; Generally Accepted Auditing Standards; Cost Accounting Standards, if applicable; in accordance with the procedures and guidelines of the American Association of State Highways and Transportation Officials Audit Guide; and other applicable procedures and guidelines] is received and approved by IOAI. Accepted rates will be as follows:

- a. If the proposed rate is less than one hundred fifty percent (150%) – the accepted rate reimbursed will be ninety percent (90%) of the proposed rate.
  - b. If the proposed rate is between one hundred fifty percent (150%) and two hundred percent (200%) – the accepted rate will be eighty-five percent (85%) of the proposed rate.
  - c. If the proposed rate is greater than two hundred percent (200%) – the accepted rate will be seventy-five percent (75%) of the proposed rate.
2. If IOAI is unable to issue a cognizant letter per subsection E(1) of this article, IOAI may require CONSULTANT to submit a revised independent CPA audited ICR and audit report within three (3) months of the effective date of the management letter. IOAI will then have up to six (6) months to review CONSULTANT's and/or the independent CPA's revisions.
3. If CONSULTANT fails to comply with the requirements set forth herein, or if IOAI is still unable to issue a cognizant approval letter after the revised independent CPA audited ICR is submitted, overhead cost reimbursement will be limited to the accepted ICR that was established upon initial rejection of the ICR as set forth in subsection E(1) of this article for all rendered services. In this event, the accepted ICR will become the actual and final ICR for reimbursement purposes under this Agreement.
4. CONSULTANT may submit a final invoice to COUNTY only when all of the following items have occurred: IOAI accepts or adjusts the original or revised independent CPA audited ICR; all work under this Agreement has been completed to the satisfaction of COUNTY; and IOAI has issued its final ICR review letter. CONSULTANT must submit its final invoice to COUNTY no later than sixty (60) calendar days after occurrence of the last of these items. The accepted ICR will apply to this Agreement and all other agreements executed between COUNTY and CONSULTANT, either as a prime or subcontractor, with the same fiscal period ICR.
5. COUNTY and CONSULTANT hereby agree to fix the ICR for the period of time set forth in Article IV – Period of Performance of this Agreement. If the term of this Agreement is extended by a duly executed amendment hereto, COUNTY and CONSULTANT may adjust the ICR to the current IOAI approved ICR.

## ARTICLE X – SUBCONTRACTING

- A. Nothing contained in this Agreement or otherwise, shall create any contractual relationship between COUNTY and any of CONSULTANT's subconsultants hereunder, and no subcontract shall relieve CONSULTANT of its responsibilities and obligations hereunder. CONSULTANT agrees to be as fully responsible to COUNTY for the acts and omissions of its subconsultants and of persons either directly or indirectly employed by any of them as it is for the acts and omissions of persons directly employed by CONSULTANT. CONSULTANT's obligation to pay its subconsultants is an independent obligation from COUNTY's obligation to make payments to CONSULTANT.
- B. CONSULTANT shall perform the work contemplated with resources available within its own organization and no portion of the work shall be subcontracted without written authorization by COUNTY's Contract Administrator, except that which is expressly identified in CONSULTANT's approved Cost Proposal.
- C. Any subcontract entered into as a result of this Agreement, shall contain all of the applicable provisions set forth in this Agreement.

- D. CONSULTANT shall pay its subconsultants within Fifteen (15) calendar days from receipt of each payment made to CONSULTANT by COUNTY.
- E. Any substitution of subconsultants must be approved in writing by COUNTY's Contract Administrator in advance of assigning work to a substitute subcontractor.
- F. CONSULTANT shall pay to any subconsultant hereunder, not later than fifteen (15) days after receipt of each progress payment, unless otherwise agreed to in writing, the respective amounts owed to CONSULTANT on account of the services performed by the subconsultants, to the extent of each subconsultant's interest therein. In the event that there is a good faith dispute over any portion of the amount due on a progress payment from CONSULTANT to a subconsultant, CONSULTANT may withhold no more than one hundred fifty percent (150%) of the disputed amount. Any violation of this provision shall constitute a cause for disciplinary action and shall subject CONSULTANT to a penalty, payable to the subconsultant, of two percent (2%) of the amount due per month for every month that payment is not made. In any action for the collection of funds wrongfully withheld, the prevailing party shall be entitled to its attorney's fees and costs. The sanctions authorized under this provision shall be separate from, and in addition to, all other remedies, either civil, administrative or criminal. This provision applies to both DBE and non-DBE subconsultants.
- G. No retainage will be held by COUNTY from progress payments due to CONSULTANT. Retainage by CONSULTANT, or any subconsultants hereunder, is prohibited and no retainage will be held by CONSULTANT, or any subconsultant hereunder, from progress due to its subconsultants. Any delay or postponement of payment may take place only for good cause and with COUNTY's prior written approval. Any violation of this provision shall subject CONSULTANT, or any subconsultants hereunder, to the penalties, sanctions and other remedies specified in Section 3321 of the California Civil Code. This provision shall not be construed to limit or impair any contractual, administrative or judicial remedies, otherwise available to CONSULTANT, or any subconsultants hereunder, in the event of a dispute involving late payment or nonpayment by CONSULTANT and/or deficient subconsultant performance or noncompliance. This provision shall apply to both DBE and non-DBE subconsultants.

#### ARTICLE XI – EQUIPMENT PURCHASE

- A. Prior authorization in writing by COUNTY's Contract Administrator shall be required before CONSULTANT enters into any unbudgeted purchase order, or subcontract exceeding Five Thousand Dollars (\$5,000.00) for supplies, equipment or consultant services. CONSULTANT shall provide an evaluation of the necessity or desirability of incurring such costs.
- B. For purchase of any item, service or consulting work not covered in CONSULTANT's approved Cost Proposal and exceeding Five Thousand Dollars (\$5,000.00), with prior authorization by COUNTY's Contract Administrator, three (3) competitive quotations must be submitted with the request, or the absence of bidding must be adequately justified.
- C. Any equipment purchased with funds provided under the terms and conditions of this Agreement is subject to the following:
  - 1. CONSULTANT shall maintain an inventory of all nonexpendable property. Nonexpendable property is defined as having a useful life of at least two (2) years and an acquisition cost of Five Thousand Dollars (\$5,000.00) or more. If the purchased equipment needs replacement and is sold or traded in, COUNTY shall receive a proper refund or credit at the conclusion of this Agreement, or if this Agreement is terminated, CONSULTANT may either keep the equipment and credit COUNTY in an amount equal to its fair market value, or sell such equipment at the best price obtainable at a public or private sale, in accordance with established COUNTY procedures; and

credit COUNTY in an amount equal to the sales price. If CONSULTANT elects to keep the equipment, fair market value shall be determined at CONSULTANT's expense, on the basis of a competent independent appraisal of such equipment. Appraisals shall be obtained from an appraiser mutually agreeable to by COUNTY and CONSULTANT, if it is determined to sell the equipment, the terms and conditions of such sale must be approved in advance by COUNTY.

2. 2 CFR Part 200 requires a credit to federal funds when participating equipment with a fair market value greater than Five Thousand Dollars (\$5,000.00) is credited to the project.

## ARTICLE XII – STATE PREVAILING WAGE RATES

- A. Neither CONSULTANT nor its subconsultants may be awarded an agreement containing public work elements unless registered with the California Department of Industrial Relations ("DIR") pursuant to California Labor Code Section 1725.5. Registration with DIR must be maintained throughout the entire term of this Agreement, including any subsequent extensions thereof.
- B. CONSULTANT shall comply with all of the applicable provisions of the California Labor Code requiring the payment of prevailing wages. The General Prevailing Wage Rate Determinations applicable to work pursuant to the terms and conditions of this Agreement are on file with Caltrans' District Labor Compliance Officer and available online at the following address: [http://www.dot.ca.gov/hq/construc/LaborCompliance/documents/DistrictRegion\\_Map\\_Construction\\_7-8-15.pdf](http://www.dot.ca.gov/hq/construc/LaborCompliance/documents/DistrictRegion_Map_Construction_7-8-15.pdf). These wage rates are hereby incorporated into this Agreement by reference as if set forth in full, pursuant to California Labor Code Section 1773.2, and will be applicable to work performed at a construction project site. Prevailing wages will be applicable to all inspection work performed at COUNTY construction sites, at COUNTY facilities and at off-site locations that are set up by the construction contractor or one of its subconsultants solely and specifically to serve COUNTY projects. Prevailing wage requirements do not apply to inspection work performed at the facilities of vendors and commercial materials suppliers that provide goods and services to the general public.
- C. General Prevailing Wage Rate Determinations applicable to this project may also be obtained from DIR's website at <http://www.dir.ca.gov>.
- D. By executing this Agreement, CONSULTANT, for itself, and its subconsultants, assignees and successors in interest, agrees to comply with the following requirements pertaining to preparation, retention, certification, reproduction and disclosure of payroll records:
  1. CONSULTANT and its subconsultants shall keep accurate certified payroll records and supporting documents, as mandated by California Labor Code Section 1776 and as defined in Section 16000 of Title 8 of the California Code of Regulations ("CCR"), showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by CONSULTANT or its subconsultants in connection with the public work. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following:
    - a. The information contained in the payroll record is true and correct.
    - b. The employer has complied with the requirements of California Labor Code Sections 1771, 1811 and 1815 for any work performed by its employees on the public works project.
  2. The payroll records enumerated under subsection D(1) of this article shall be certified as correct by CONSULTANT under penalty of perjury. The payroll records and all supporting documents shall

be made available for inspection and copying by COUNTY representatives at all reasonable hours at the principal office of CONSULTANT. CONSULTANT shall provide copies of certified payrolls or permit inspection of its records as follows:

- a. A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or the employee's authorized representative upon request.
  - b. A certified copy of all payroll records enumerated in subsection D(1) of this article shall be made available for inspection or furnished upon request to a representative of COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards of the DIR. Certified payrolls submitted to COUNTY, the Division of Labor Standards Enforcement and the Division of Apprenticeship Standards shall not be altered or obliterated.
  - c. CONSULTANT shall not give the public access to certified payroll records. CONSULTANT shall forward any requests for certified payrolls to COUNTY's Contract Administrator by both email and regular mail on the business day following receipt of the request.
3. CONSULTANT shall submit a certified copy of the records enumerated in subsection D(1) of this article to the requesting entity within ten (10) calendar days after receipt of a written request.
  4. Any records made available for inspection as copies and furnished upon request to the public or any public agency by COUNTY shall be redacted or obliterated in such a manner as to prevent disclosure of each individual's name, address and social security number. The name and address of CONSULTANT or its subconsultants performing the work shall not be redacted or obliterated.
  5. CONSULTANT shall inform COUNTY of the location of the records enumerated under subsection D(1) of this article, including, without limitation, the street address, city and county, and shall, within five (5) business days, provide a notice of a change of location and address.
  6. CONSULTANT and its subconsultants shall have ten (10) calendar days in which to comply subsequent to receipt of written notice requesting the records enumerated in subsection D(1) of this article. In the event of CONSULTANT's failure to comply within the ten (10) day period, CONSULTANT shall, as a penalty to COUNTY, forfeit One Hundred Dollars (\$100.00) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Such penalties shall be withheld by COUNTY from payments then due. CONSULTANT is not subject to a penalty assessment pursuant to this subsection due to the failure of a subcontractor to comply with the requirements set forth herein.
- E. When prevailing wage rates apply, CONSULTANT shall be responsible for verifying compliance with certified payroll requirements. Payment will not be made until the invoice is approved by COUNTY.
- F. By executing this Agreement, CONSULTANT, for itself, and its subconsultants, assignees and successors in interest, agrees to comply with the following requirements pertaining to the imposition and payment of any and all penalties resulting from CONSULTANT's noncompliance with any applicable local, state and federal prevailing wage laws, regulations and standards:
1. CONSULTANT and its subconsultants shall comply with California Labor Code Sections 1774 and 1775. Pursuant to California Labor Code Section 1775, CONSULTANT and its subconsultants shall forfeit to COUNTY a penalty of not more than Two Hundred Dollars (\$200.00) for each calendar day, or portion thereof, for each worker paid less than the prevailing rates as determined by the Director of DIR for the work or craft in which the worker is employed for any public work done under this Agreement by CONSULTANT or by its subconsultants in violation of the

requirements of any applicable local, state or federal laws, regulations or standards, including, without limitation, California Labor Code Sections 1770, *et seq.*

2. The amount of the forfeiture described in subsection F(1) of this article shall be determined by the California Labor Commissioner and shall be based on consideration of mistake, inadvertence or neglect of CONSULTANT or its subconsultants in failing to pay the correct rate of prevailing wages, or the previous record of CONSULTANT or its subconsultants in meeting their respective prevailing wage obligations, or the willful failure by CONSULTANT or its subconsultants to pay the correct rates of prevailing wages. A mistake, inadvertence or neglect in failing to pay the correct rates of prevailing wages is not excusable if CONSULTANT or its subconsultants had knowledge of the obligations under the California Labor Code. CONSULTANT shall be responsible for paying the appropriate rate, including, without limitation, any escalations that take place during the term of this Agreement and any extensions thereof.
3. In addition to the penalty described in subsection F(1) of this article, and pursuant to California Labor Code Section 1775, the difference between the prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the prevailing wage rate shall be paid to each worker by CONSULTANT or its subconsultants.
4. If workers employed by CONSULTANT's subconsultants on a public works project are not paid the general prevailing per diem wages by the subconsultants, CONSULTANT shall not be liable for the penalties described in subsections F(1) and F(3) of this article, unless CONSULTANT had knowledge of the subconsultants' failure to pay the specified prevailing rate of wages to those workers or CONSULTANT fails to comply with all of the following requirements:
  - a. The subcontracts executed between CONSULTANT and the subconsultants for the performance of work on public works projects shall include a copy of the requirements in California Labor Code Sections 1771, 1775, 1776, 1777.5, 1813 and 1815.
  - b. CONSULTANT shall monitor the payment of the specified general prevailing rate of per diem wages by the subconsultants to their employees by periodic review of the subconsultants' certified payroll records.
  - c. Upon becoming aware of the subconsultants' failure to pay the specified prevailing rate of wages to the subconsultants' employees, CONSULTANT shall diligently take corrective action to halt or rectify the failure, including, without limitation, retaining sufficient funds due the subconsultants for work performed on the public works project.
  - d. Prior to making final payment to the subconsultants for work performed on the public works project, CONSULTANT shall obtain an affidavit signed under penalty of perjury from the subconsultants that they have paid the specified general prevailing rate of per diem wages to their employees on the public works project and any amounts due pursuant to California Labor Code Section 1813.
5. Pursuant to California Labor Code Section 1775, COUNTY shall notify CONSULTANT within fifteen (15) calendar days after the receipt of a complaint that any of its subconsultants have failed to pay their employees the general prevailing rate of per diem wages.
6. If COUNTY determines that any of CONSULTANT's subconsultants have not paid their employees the general prevailing rate of per diem wages, and if COUNTY did not retain sufficient money to pay those employees the balance of wages owed under the general prevailing rate of per

diem wages, CONSULTANT shall withhold an amount of money due the subconsultants sufficient to pay those employees the general prevailing rate of per diem wages, if requested by COUNTY.

- G. CONSULTANT shall forfeit, as a penalty to COUNTY, Twenty-Five Dollars (\$25.00) for each worker employed in the execution of this Agreement by CONSULTANT or any of its subconsultants for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one (1) calendar day and forty (40) hours in any one (1) calendar week in violation of the provisions of the California Labor Code; including, without limitation, Sections 1810 to 1815 thereof, except that work performed by employees in excess of eight (8) hours per day, and forty (40) hours during any one (1) week, shall be permitted upon compensation for all hours worked in excess of eight (8) hours per day and forty (40) hours in any week, at not less than one and one-half (1.5) times the basic rate of pay, as provided in California Labor Code Section 1815.
- H. By executing this Agreement, CONSULTANT, for itself, and its subconsultants, assignees and successors in interest, agrees to comply with the following requirements pertaining to the employment of apprentices:
1. CONSULTANT, and any of its subconsultants working under a subcontract exceeding Thirty Thousand Dollars (\$30,000.00), shall comply with all applicable requirements regarding the employment of apprentices set forth in California Labor Code Sections 1777.5, 1777.6 and 1777.7.
  2. CONSULTANT and its subconsultants shall comply with any and all California Labor Code requirements regarding the employment of apprentices, including, without limitation, mandatory ratios of journey level to apprentice workers. Prior to commencement of work, CONSULTANT and its subconsultants are advised to review the DIR Division of Apprenticeship Standards website at <https://www.dir.ca.gov/das/>, for additional information regarding the employment of apprentices and for the specific journey-to-apprentice ratios. CONSULTANT shall be responsible for its subconsultants' compliance with these requirements. Penalties are specified in California Labor Code Section 1777.7.

### ARTICLE XIII – CONFLICT OF INTEREST

- A. During the term of this Agreement, and any extensions thereof, CONSULTANT shall disclose any financial, business or other relationship with COUNTY that may have an impact upon the outcome of this Agreement or any ensuing COUNTY construction project. CONSULTANT shall also list current clients who may have a financial interest in the outcome of this Agreement or any ensuing COUNTY construction project which will follow.
- B. CONSULTANT certifies that it has disclosed to COUNTY any actual, apparent or potential conflicts of interest that may exist relative to the services to be provided hereunder. CONSULTANT agrees to advise COUNTY of any actual, apparent or potential conflicts of interest that may develop subsequent to the date of execution of this Agreement. CONSULTANT further agrees to complete any statements of economic interest if required by any applicable local, state or federal laws, regulations or standards.
- C. CONSULTANT hereby certifies that it does not now have nor shall it acquire any financial or business interest that would conflict with the performance of services under this Agreement.
- D. CONSULTANT hereby certifies that neither CONSULTANT nor any of its subconsultants, or any firm affiliated with CONSULTANT or its subconsultants, that bids on any construction contract or on any agreement to provide construction inspection for any construction project resulting from this Agreement, has established necessary controls to ensure that a conflict of interest does not exist. For purposes of this

Agreement, an affiliated firm is one, which is subject to the control of the same persons, through joint ownership or otherwise.

#### **ARTICLE XIV – REBATES, KICKBACKS OR OTHER UNLAWFUL CONSIDERATION**

CONSULTANT warrants that this Agreement was not obtained or secured through rebates, kickbacks or other unlawful consideration either promised or paid to any COUNTY employee. For breach or violation of this warranty, COUNTY shall have the right, in its sole discretion, to terminate this Agreement without liability, to pay only for the value of the work actually performed or to deduct from the amount owed under this Agreement, or otherwise recover, the full amount of such rebate, kickback or other unlawful consideration.

#### **ARTICLE XV – PROHIBITION OF EXPENDING COUNTY, STATE OR FEDERAL FUNDS FOR LOBBYING**

A. CONSULTANT certifies, to the best of its knowledge and belief, that:

1. No local, state or federal appropriated funds have been paid or will be paid, by or on behalf of CONSULTANT, to any person for influencing or attempting to influence an officer or employee of any local, state or federal agency, a member of the California State Legislature or United States Congress, an officer or employee of the California State Legislature or Congress or any employee of a member of the California State Legislature or Congress in connection with the awarding or making of this Agreement, or with the extension, continuation, renewal, amendment or modification of this Agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with this Agreement, CONSULTANT shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

B. This certification is a material representation of fact upon which reliance was placed when this Agreement was made and entered into. Submission of this certification is a prerequisite for making or entering into this Agreement imposed by Section 1352 of Title 31 of the United States Code ("USC"). Any person who fails to file the required certification shall be subject to a civil penalty of not less than Ten Thousand Dollars (\$10,000.00) and not more than One Hundred Thousand Dollars (\$100,000.00) for each such failure.

C. CONSULTANT also agrees by executing this Agreement that it shall require that the language of this certification be included in all lower tier subcontracts, which exceed One Hundred Thousand Dollars (\$100,000.00), and that all such subrecipients shall certify and disclose accordingly.

#### **ARTICLE XVI – NON-DISCRIMINATION CLAUSE AND STATEMENT OF COMPLIANCE**

- A. CONSULTANT's signature affixed herein shall constitute a certification, under penalty of perjury under the laws of the State of California, that CONSULTANT has, unless exempt, complied with any and applicable nondiscrimination requirements set forth in California Government Code Section 12990 and 2 CCR Section 8103.
- B. During the performance of this Agreement, CONSULTANT and its subconsultants shall not deny any benefits to any person on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation or military and veteran status, nor shall they

unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation or military and veteran status. CONSULTANT and its subconsultants shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.

- C. CONSULTANT and its subconsultants shall comply with the provisions of the Fair Employment and Housing Act (California Government Code Sections 12990, *et seq.*) and the applicable regulations promulgated thereunder (2 CCR Sections 11000, *et seq.*), the provisions of California Government Code Sections 11135 through 11139.5 and the regulations or standards adopted by COUNTY to implement this article. The applicable regulations of the Fair Employment and Housing Commission implementing California Government Code Section 12990, set forth in 2 CCR Sections 8100 through 8504, are hereby incorporated into this Agreement by reference and made a part hereof as if set forth in full.
- D. CONSULTANT shall permit access by representatives of COUNTY and any other duly authorized local, state and federal agencies, including, without limitation, the California Department of Fair Employment and Housing, upon reasonable notice at any time during normal business hours, but in no case less than twenty-four (24) hours' notice, to its facilities, books, records, accounts and all other sources of information as COUNTY or any other duly authorized local, state or federal agency shall require to ascertain compliance with this article.
- E. CONSULTANT and its subconsultants shall give written notice of their obligations under this article to any and all labor organizations with which they have a collective bargaining or other agreement.
- F. CONSULTANT shall include the nondiscrimination and compliance provisions of this article in all subcontracts to perform work under this Agreement.
- G. CONSULTANT, with regard to the work performed pursuant to the terms and conditions of this Agreement, shall act in accordance with Title VI of the Civil Rights Act of 1964 (42 USC Sections 2000d, *et seq.*) which provides that recipients of federal assistance will implement and maintain a policy of nondiscrimination in which no person in the United States shall, on the basis of race, color, national origin, religion, sex, age or disability, be excluded from participation in, denied the benefits of or be subject to discrimination under any program or activity by the recipients of federal assistance or their assignees and successors in interest.
- H. CONSULTANT shall comply with any and all applicable local, state and federal laws, regulations and standards pertaining to nondiscrimination in federally-assisted programs of the United States Department of Transportation (49 CFR Part 21 – Effectuation of Title VI of the Civil Rights Act of 1964). Specifically, CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by 49 CFR Section 21.5, including, without limitation, employment practices and the selection and retention of subconsultants.
- I. Neither party hereto, nor any subconsultants hereunder, shall exclude any person from participation in, deny any person the benefits of or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex or national origin. In administering the DBE Program Plan, neither party hereto, nor any subconsultants hereunder, shall, directly, or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE Program Plan with respect to individuals of a particular race, color, sex or national origin.

## ARTICLE XVII – DEBARMENT AND SUSPENSION CERTIFICATION

- A. CONSULTANT's signature affixed herein shall constitute a certification, under penalty of perjury under the laws of the State of California, that CONSULTANT or any person associated therewith in the capacity of owner, partner, director, officer or manager:
1. Is not currently under suspension, debarment, voluntary exclusion or determination of ineligibility by any federal agency;
  2. Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three (3) years.
  3. Does not have a proposed debarment pending; and
  4. Has not been indicted, convicted or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three (3) years.
- B. Any exceptions to this certification must be disclosed to COUNTY. Exceptions will not necessarily result in denial of recommendation for award, but will be considered in determining responsibility. Disclosures must indicate the party to whom the exceptions apply, the initiating agency and the dates of agency action.
- C. Exceptions to the Federal Government Excluded Parties List System maintained by the United States General Services Administration are to be determined by FHWA.

#### **ARTICLE XVIII – DISADVANTAGED BUSINESS ENTERPRISES (DBE) PARTICIPATION**

- A. CONSULTANT, subrecipient (COUNTY), or subconsultant shall take necessary and reasonable steps to ensure that DBEs have opportunities to participate in the contract (49 CFR 26). To ensure equal participation of DBEs provided in 49 CFR 26.5, the COUNTY shows a contract goal for DBEs. CONSULTANT shall make work available to DBEs and select work parts consistent with available DBE subconsultants and suppliers.

CONSULTANT shall meet the DBE goal shown elsewhere in these special provisions or demonstrate that they made adequate Good Faith Efforts (GFE) to meet this goal. It is CONSULTANT's responsibility to verify at date of proposal opening that the DBE firm is certified as a DBE by using the California Unified Certification Program (CUCP) database and possesses the most specific available North American Industry Classification System (NAICS) codes and work code applicable to the type of work the firm will perform on the contract. Additionally, the CONSULTANT is responsible to document the verification record by printing out the CUCP data for each DBE firm. A list of DBEs certified by the CUCP can be found at <https://dot.ca.gov/programs/civil-rights/dbe-search>.

All DBE participation will count toward the California Department of Transportation's federally mandated statewide overall DBE goal. Credit for materials or supplies CONSULTANT purchases from DBEs counts towards the goal in the following manner:

- 100 percent counts if the materials or supplies are obtained from a DBE manufacturer.
- 60 percent counts if the materials or supplies are purchased from a DBE regular dealer.
- Only fees, commissions, and charges for assistance in the procurement and delivery of materials or supplies count if obtained from a DBE that is neither a manufacturer nor regular dealer. 49 CFR 26.55 defines "manufacturer" and "regular dealer."

This AGREEMENT is subject to 49 CFR 26 entitled "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs". CONSULTANTs who enter into a federally-funded agreement will assist the COUNTY in a good faith effort to achieve California's statewide overall DBE goal.

- B. The goal for DBE participation for this AGREEMENT is 20% Participation by DBE CONSULTANT or subconsultants shall be in accordance with information contained in Attachment D - Consultant Contract DBE Commitment (Exhibit 10-O2) attached hereto and incorporated as part of the AGREEMENT. If a DBE subconsultant is unable to perform, CONSULTANT must make a good faith effort to replace him/her with another DBE subconsultant, if the goal is not otherwise met.
- C. CONSULTANT can meet the DBE participation goal by either documenting commitments to DBEs to meet the AGREEMENT goal, or by documenting adequate good faith efforts to meet the AGREEMENT goal. An adequate good faith effort means that the CONSULTANT must show that it took all necessary and reasonable steps to achieve a DBE goal that, by their scope, intensity, and appropriateness to the objective, could reasonably be expected to meet the DBE goal. If CONSULTANT has not met the DBE goal, complete and submit Attachment E - Proposer/Contractor Good Faith Efforts (Exhibit 15-H) to document efforts to meet the goal. Refer to 49 CFR 26 for guidance regarding evaluation of good faith efforts to meet the DBE goal.
- D. Contract Assurance

Under 49 CFR 26.13(b):

CONSULTANT, subrecipient or subconsultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. CONSULTANT shall carry out applicable requirements of 49 CFR 26 in the award and administration of federal-aid contracts.

Failure by the CONSULTANT to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanctions;
- (3) Liquidated damages; and/or
- (4) Disqualifying CONSULTANT from future proposing as non-responsible

- E. Termination and Replacement of DBE Subconsultants

CONSULTANT shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless CONSULTANT or DBE subconsultant obtains the COUNTY's written consent. CONSULTANT shall not terminate or replace a listed DBE for convenience and perform the work with their own forces or obtain materials from other sources without authorization from the COUNTY. Unless the COUNTY's consent is provided, the CONSULTANT shall not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE on the Attachment D - Consultant Contract DBE Commitment form (Exhibit 10-02).

Termination of DBE Subconsultants

After execution of the AGREEMENT, termination of a DBE may be allowed for the following, but not limited to, justifiable reasons with prior written authorization from the COUNTY:

1. Listed DBE fails or refuses to execute a written contract based on plans and specifications for the project.
2. The COUNTY stipulated that a bond is a condition of executing the subcontract and the listed DBE fails to meet the COUNTY's bond requirements.
3. Work requires a consultant's license and listed DBE does not have a valid license under Contractors License Law.
4. Listed DBE fails or refuses to perform the work or furnish the listed materials (failing or refusing to perform is not an allowable reason to remove a DBE if the failure or refusal is a result of bad faith or discrimination).
5. Listed DBE's work is unsatisfactory and not in compliance with the contract.
6. Listed DBE is ineligible to work on the project because of suspension or debarment.
7. Listed DBE becomes bankrupt or insolvent or exhibits credit unworthiness.
8. Listed DBE voluntarily withdraws with written notice from the Contract.
9. Listed DBE is ineligible to receive credit for the type of work required.
10. Listed DBE owner dies or becomes disabled resulting in the inability to perform the work on the Contract.
11. The COUNTY determines other documented good cause.

CONSULTANT must use the following procedures to request the termination of a DBE or portion of a DBE's work:

1. Send a written notice to the DBE of the CONSULTANT's intent to use other forces or material sources and include one or more justifiable reasons listed above. Simultaneously send a copy of this written notice to the COUNTY. The written notice to the DBE must request they provide any response within five (5) business days to both the CONSULTANT and the COUNTY by either acknowledging their agreement or documenting their reasoning as to why the use of other forces or sources of materials should not occur.
2. If the DBE does not respond within five (5) business days, CONSULTANT may move forward with the request as if the DBE had agreed to CONSULTANT's written notice.
3. Submit CONSULTANT's DBE termination request by written letter to the COUNTY and include:
  - One or more above listed justifiable reasons along with supporting documentation.
  - CONSULTANT's written notice to the DBE regarding the request, including proof of transmission and tracking documentation of CONSULTANT's written notice

- The DBE's response to CONSULTANT's written notice, if received. If a written response was not provided, provide a statement to that effect.

The COUNTY shall respond in writing to CONSULTANT's DBE termination request within five (5) business days.

#### Replacement of DBE Subconsultants

After receiving the COUNTY's written authorization of DBE termination request, CONSULTANT must obtain the COUNTY's written agreement for DBE replacement. CONSULTANT must find or demonstrate GFEs to find qualified DBE replacement firms to perform the work to the extent needed to meet the DBE commitment.

The following procedures shall be followed to request authorization to replace a DBE firm:

1. Submit a request to replace a DBE with other forces or material sources in writing to the COUNTY which must include:
  - a. Description of remaining uncommitted work item made available for replacement DBE solicitation and participation.
  - b. The proposed DBE replacement firm's business information, the work they have agreed to perform, and the following:
    - Description of scope of work and cost proposal
    - Proposed subcontract agreement and written confirmation of agreement to perform on the Contract
    - Revised Attachment D - Consultant Contract DBE Commitment (Exhibit 10-O2)
2. If CONSULTANT has not identified a DBE replacement firm, submits documentation of CONSULTANT's GFEs to use DBE replacement firms within seven (7) days of COUNTY's authorization to terminate the DBE. CONSULTANT may request the COUNTY's approval to extend this submittal period to a total of 14 days. Submit documentation of actions taken to find a DBE replacement firm, such as:
  - Search results of certified DBEs available to perform the original DBE work identified and or other work CONSULTANT had intended to self-perform, to the extent needed to meet DBE commitment
  - Solicitations of DBEs for performance of work identified
  - Correspondence with interested DBEs that may have included contract details and requirements
  - Negotiation efforts with DBEs that reflect why an agreement was not reached
  - If a DBE's quote was rejected, provide reasoning for the rejection, such as why the DBE was unqualified for the work, or why the price quote was unreasonable or excessive

- Copies of each DBE's and non-DBE's price quotes for work identified, as the COUNTY may contact the firms to verify solicitation efforts and determine if the DBE quotes are substantially higher
- Additional documentation that supports CONSULTANT's GFE

The COUNTY shall respond in writing to CONSULTANT's DBE replacement request within five (5) business days.

**F. Commitment and Utilization**

The COUNTY's DBE program must include a monitoring and enforcement mechanism to ensure that DBE commitments reconcile to DBE utilization.

The COUNTY shall request CONSULTANT to:

1. Notify the COUNTY's contract administrator or designated representative of any changes to its anticipated DBE participation
2. Provide this notification before starting the affected work
3. Maintain records including:
  - Name and business address of each 1-tier subconsultant
  - Name and business address of each DBE subconsultant, DBE vendor, and DBE trucking company, regardless of tier
  - Date of payment and total amount paid to each business (see Attachment F - Monthly Disadvantaged Business Enterprise Payment (Exhibit 9-F))

If CONSULTANT is a DBE CONSULTANT, they shall include the date of work performed by their own forces and the corresponding value of the work.

If a DBE is decertified before completing its work, the DBE must notify CONSULTANT in writing of the decertification date. If a business becomes a certified DBE before completing its work, the business must notify CONSULTANT in writing of the certification date. CONSULTANT shall submit the notifications to the COUNTY. On work completion, CONSULTANT shall complete Attachment I - Disadvantaged Business Enterprises (DBE) Certification Status Change (Exhibit 17-O) and submit the form to the COUNTY within 30 days of contract acceptance.

Upon work completion, CONSULTANT shall complete Attachment J - Final Report – Utilization of Disadvantaged Business Enterprises (DBE) (Exhibit 17-F), First-Tier Subcontractors and submit it to the COUNTY within 90 days of contract acceptance. The COUNTY will withhold \$10,000 until the form is submitted. The COUNTY will release the withhold upon submission of the completed form.

In the COUNTY's reports of DBE participation to Caltrans, the COUNTY must display both commitments and attainments.

**G. Commercially Useful Function**

DBEs must perform a commercially useful function (CUF) under 49 CFR 26.55 when performing work or supplying materials listed on the DBE Commitment form. The DBE value of work will only count toward the DBE commitment if the DBE performs a CUF. A DBE performs a CUF when it is responsible for execution of the work of the AGREEMENT and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. To perform a CUF, the DBE must also be responsible, with respect to materials and supplies used on the AGREEMENT, for negotiating price, determining quality and quantity, ordering the material and installing (where applicable), and paying for the material itself.

CONSULTANT must perform CUF evaluation for each DBE working on a federal-aid contract, with or without a DBE goal. Perform a CUF evaluation at the beginning of the DBE's work and continue to monitor the performance of CUF for the duration of the project.

CONSULTANT must provide written notification to the COUNTY at least 15 days in advance of each DBE's initial performance of work or supplying materials for the Contract. The notification must include the DBE's name, work the DBE will perform on the contract, and the location, date, and time of where their work will take place.

Within 10 days of a DBE initially performing work or supplying materials on the Contract, CONSULTANT shall submit to the LPA the initial evaluation and validation of DBE performance of a CUF using Attachment G - DBE Commercially Useful Function Evaluation (Exhibit 9-J). Include the following information with the submittal:

- Subcontract agreement with the DBE
- Purchase orders
- Bills of lading
- Invoices
- Proof of payment

CONSULTANT must monitor all DBE's performance of CUF by conducting quarterly evaluations and validations throughout their duration of work on the Contract using Attachment G - DBE Commercially Useful Function Evaluation (Exhibit 9-J). CONSULTANT must submit to the COUNTY these quarterly evaluations and validations by the 5th of the month for the previous three months of work.

CONSULTANT must notify the COUNTY immediately if they believe the DBE may not be performing a CUF.

The COUNTY will verify DBEs performance of CUF by reviewing the initial and quarterly submissions of Attachment G - DBE Commercially Useful Function Evaluation (Exhibit 9-J), submitted supporting information, field observations, and through any additional COUNTY evaluations. The COUNTY must evaluate DBEs and their CUF performance throughout the duration of a Contract. The COUNTY will provide written notice to the CONSULTANT and the DBE at least two (2) business days prior to any evaluation. The CONSULTANT and the DBE must participate in the evaluation. Upon completing the evaluation, the COUNTY must share the evaluation results with the CONSULTANT and the DBE. An evaluation could include items that must be remedied upon receipt. If the COUNTY determines the DBE is not performing a CUF, the CONSULTANT must suspend performance of the noncompliant work.

CONSULTANT and DBEs must submit any additional CUF related records and documents within five (5) business days of COUNTY's request such as:

- Proof of ownership or lease and rental agreements for equipment
- Tax records
- Employee rosters
- Certified payroll records
- Inventory rosters

Failure to submit required DBE Commercially Useful Function Evaluation forms or requested records and documents can result in withholding of payment for the value of work completed by the DBE.

If CONSULTANT and/or the COUNTY determine that a listed DBE is not performing a CUF in performance of their DBE committed work, CONSULTANT must immediately suspend performance of the noncompliant portion of the work. COUNTY may deny payment for the noncompliant portion of the work. COUNTY will ask the CONSULTANT to submit a corrective action plan (CAP) to the LOCAL AGENCY within five (5) days of the noncompliant CUF determination. The CAP must identify how the CONSULTANT will correct the noncompliance findings for the remaining portion of the DBE's work. COUNTY has five (5) days to review the CAP in conjunction with the CONSULTANT's review. The CONSULTANT must implement the CAP within five (5) days of the COUNTY's approval. The COUNTY will then authorize the prior noncompliant portion of work for the DBE's committed work.

If corrective actions cannot be accomplished to ensure the DBE performs a commercially useful function on the Contract, CONSULTANT may have good cause to request termination of the DBE.

- H. A DBE does not perform a CUF if its role is limited to that of an extra participant in a transaction, AGREEMENT, or project through which funds are passed in order to obtain the appearance of DBE participation. In determining whether a DBE is such an extra participant, examine similar transactions, particularly those in which DBEs do not participate.
- I. If a DBE does not perform or exercise responsibility for at least thirty percent (30%) of the total cost of its AGREEMENT with its own work force, or the DBE subcontracts a greater portion of the work of the AGREEMENT than would be expected on the basis of normal industry practice for the type of work involved, it will be presumed that it is not performing a CUF.
- J. CONSULTANT shall maintain records of materials purchased or supplied from all subcontracts entered into with certified DBEs. The records shall show the name and business address of each DBE or vendor and the total dollar amount actually paid each DBE or vendor, regardless of tier. The records shall show the date of payment and the total dollar figure paid to all firms. DBE CONSULTANT's shall also show the date of work performed by their own forces along with the corresponding dollar value of the work.
- K. If a DBE subconsultant is decertified during the life of the AGREEMENT, the decertified subconsultant shall notify CONSULTANT in writing with the date of decertification. If a subconsultant becomes a certified DBE during the life of the AGREEMENT, the subconsultant shall notify CONSULTANT in writing with the date of certification. Any changes should be reported to COUNTY's Contract Administrator within thirty (30) calendar days.

- L. For projects awarded on or after March 1, 2020, but before September 1, 2023: after submitting an invoice for reimbursement that includes a payment to a DBE, but no later than the 10th of the following month, the prime contractor/consultant must complete and email Attachment F - Monthly Disadvantaged Business Enterprise Payment (Exhibit 9-F) to [business.support.unit@dot.ca.gov](mailto:business.support.unit@dot.ca.gov) with a copy to local administering agencies.

For projects awarded on or after September 1, 2023: Attachment F - Monthly Disadvantaged Business Enterprise Payment (Exhibit 9-F) is no longer required. Instead, by the 15th of the month following the month of any payment(s), the CONSULTANT must now submit Attachment H – Prompt Payment Certification (Exhibit 9-P) to the COUNTY administering the contract. If the CONSULTANT does not make any payments to subconsultants, supplier(s), and/or manufacturers they must report “no payments were made to subs this month” and write this visibly and legibly on Attachment H – Prompt Payment Certification (Exhibit 9-P).

- M. Any subcontract entered into as a result of this AGREEMENT shall contain all of the provisions of this section.

## ARTICLE XIX – INSURANCE AND INDEMNIFICATION

- A. Prior to the execution of this Agreement, CONSULTANT shall furnish to COUNTY satisfactory proof that CONSULTANT has taken out for the entire term of this Agreement, as further described below, the following insurance, in a form satisfactory to COUNTY, and with an insurance carrier satisfactory to COUNTY, authorized to do business in the State of California with a current A.M. Bests rating of no less than A; VII or its equivalent, which will protect those described below from claims which arise out of, or in connection with, the acts or omissions of CONSULTANT for which CONSULTANT may be legally liable, whether performed by CONSULTANT, or by those employed directly or indirectly thereby, or by anyone for whose acts CONSULTANT may be liable:

1. Commercial General Liability Insurance, written on an “occurrence” basis, which shall provide coverage for bodily injury, death and property damage resulting from operations, products liability, blasting, explosion, collapse of buildings or structures, damage to underground structures and utilities, liability for slander, false arrest and invasion of privacy arising out of construction management operations, blanket contractual liability, broad form endorsement, a construction management endorsement, products and completed operations, personal and advertising liability, with per location limits of not less than Two Million Dollars (\$2,000,000.00) per occurrence for any one (1) incident, subject to a deductible of not more than Fifty Thousand Dollars (\$50,000.00) payable by CONSULTANT. If a general aggregate limit is used, such limit shall apply separately hereto or shall be twice the required occurrence limit.
2. Business Automobile Liability Insurance with limits not less than One Million Dollars (\$1,000,000.00) for each occurrence including coverage for owned, non-owned and hired vehicles, subject to a deductible of not more than Ten Thousand Dollars (\$10,000.00) payable by CONSULTANT.
3. Workers’ Compensation Insurance, as required by the California Labor Code, with statutory limits and Employers’ Liability Insurance with a limit of no less than One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Said policy shall contain, or be endorsed to contain, a waiver of subrogation against COUNTY and its agents, officers, officials, employees and volunteers. In the event CONSULTANT is self-insured, a Certificate of Permission to Self-Insure, signed by the California Department of Industrial Relations – Administration of Self-Insurance, shall be filed with the Clerk of the Humboldt County Board of Supervisors.

4. Professional Liability Insurance – Error and Omission Coverage, including coverage in an amount no less than Two Million Dollars (\$2,000,000.00) for each claim (Four Million Dollars (\$4,000,000.00) general aggregate), subject to a self-insured retention not to exceed Five Hundred Thousand Dollars (\$500,000.00) payable by CONSULTANT. Said insurance shall be maintained for the statutory period during which CONSULTANT may be exposed to liability regarding the work performed pursuant to the terms and conditions of this Agreement. Such coverage shall be incorporated into CONSULTANT's agreements with any other entities.
- B. CONSULTANT's insurance policies shall, unless otherwise specified herein, be endorsed with the following provisions:
1. CONSULTANT's Commercial General Liability policy and Automobile Liability policy shall name COUNTY, and its agents, officers, officials, employees and volunteers, as additional insureds, but only with respect to liability arising out of the activities of the named insured, and there shall be a waiver of subrogation as to each named and additional insured. Said policy shall also contain a provision stating that such coverage:
    - a. Includes contractual liability.
    - b. Is the primary insurance with regard to COUNTY.
    - c. Does not contain exclusions as to property damage caused by explosion or collapse of structures or underground damage, commonly referred to as "XCU Hazards."
    - d. Does not contain a pro-rated excess only and/or escape clause.
    - e. Contains a cross liability, severability of interest or separation of insureds clause.
  2. The above-referenced policies shall not be canceled, non-renewed or materially reduced in coverage without thirty (30) calendar days prior written notice being provided to COUNTY in accordance with the notice provisions set forth herein. It is further understood that CONSULTANT shall not terminate such coverage until COUNTY receives adequate proof that equal or better insurance has been secured.
  3. The inclusion of more than one (1) insured shall not operate to impair the rights of one (1) insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one (1) insured shall not operate to increase the limits of the insurer's liability.
  4. Any failure to comply with the terms and conditions of this Agreement shall not affect the coverage provided to COUNTY or its agents, officers, officials, employees and volunteers.
  5. For claims related to this Agreement, CONSULTANT's insurance is the primary coverage to COUNTY, and any insurance or self-insured programs maintained thereby are excess to CONSULTANT's insurance and will not be used to contribute therewith.
  6. CONSULTANT shall furnish COUNTY with certificates and original endorsements effecting the required coverage prior to execution of this Agreement. The endorsements shall be on forms approved by the Humboldt County Risk Manager. Any deductible or self-insured retention over One Hundred Thousand Dollars (\$100,000.00) shall be disclosed to, and approved by, COUNTY. If CONSULTANT does not keep all required policies in full force and effect, COUNTY may, in

addition to any other available remedies, take out the necessary insurance and deduct the cost of said insurance from the monies owed to CONSULTANT under this Agreement.

7. Nothing contained herein shall be construed as limiting the extent to which CONSULTANT or its subconsultants may be held responsible for payment of damages resulting from their operations.
- C. Any and all insurance notices required to be given pursuant to the terms of this Agreement shall be sent to the addresses set forth below in accordance with the notice requirements contained herein.

CONSULTANT: GHD Inc.  
Attention: Josh Wolf, Project Manager  
718 Third Street  
Eureka, California 95501

COUNTY: County of Humboldt  
Attention: Risk Management  
825 Fifth Street, Room 131  
Eureka, California 95501

AND

Humboldt County Department of Public Works – Engineering Division  
Attention: Tony Seghetti, Contract Administrator  
1106 Second Street  
Eureka, California 95501

- D. In connection with the performance of the design professional services required hereunder, CONSULTANT shall, to the fullest extent permitted by law, and in accordance with California Civil Code Section 2782.8, indemnify, defend and hold harmless COUNTY, and its agents, officers, officials, employees and volunteers, from any claim, liability, loss, injury or damage (referred to collectively as "Litigation") that arises out of, pertains to, relates to, or is connected with, performance of this Agreement due to the negligence, recklessness or willful misconduct of CONSULTANT and/or its agents, employees or subconsultants. CONSULTANT shall reimburse COUNTY for all costs, attorneys' fees, expenses and liabilities incurred with respect to any Litigation in which CONSULTANT is obligated to indemnify and defend COUNTY under this Agreement. Irrespective of any language to the contrary in this Agreement, the CONSULTANT has no duty to provide or pay for an up-front defense against unproven claims or allegations, but shall reimburse those reasonable attorneys' fees incurred by the COUNTY to the extent caused by the negligence, recklessness, or willful misconduct of CONSULTANT or its employees, agents or subcontractors.
- E. In connection with the performance of the non-design professional services required hereunder, if any, CONSULTANT shall hold harmless, defend and indemnify COUNTY and its officers, officials, employees and volunteers from and against any and all liability, loss, damage, expense and costs of any kind or nature, including, without limitation, costs and fees of Litigation, arising out of, or in connection with, CONSULTANT's performance of, or failure to comply with, any of its obligations contained in this Agreement, except such loss or damage which was caused by the negligence or willful misconduct of COUNTY. CONSULTANT shall reimburse COUNTY for all costs, attorneys' fees, expenses and liabilities incurred with respect to any Litigation in which CONSULTANT is obligated to indemnify and defend COUNTY under this Agreement.

## ARTICLE XX – FUNDING REQUIREMENTS

- A. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of funds or appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays that would occur if this Agreement were executed after that determination was made.
- B. This Agreement is valid and enforceable only, if sufficient funds are made available to COUNTY for the purpose of this Agreement. In addition, this Agreement is subject to any additional local, state and federal restrictions, limitations, conditions and legal obligations that may affect the provisions, terms, conditions or funding of this Agreement in any manner.
- C. It is mutually agreed that if sufficient funds are not appropriated, this Agreement may be amended to reflect any reduction in funds.
- D. COUNTY has the option to terminate this Agreement pursuant to Article VI – Termination, or by mutual agreement to amend this Agreement to reflect any reduction of funds.

#### **ARTICLE XXI – CHANGE IN TERMS**

- A. This Agreement may be amended or modified only by mutual written agreement of the parties.
- B. CONSULTANT shall only commence work covered by an amendment after the amendment is executed and notification to proceed has been provided by COUNTY's Contract Administrator.
- C. There shall be no change in CONSULTANT's Project Manager or members of the project team, as listed in the approved Cost Proposal, which is a part of this Agreement without prior written approval by COUNTY's Contract Administrator.

#### **ARTICLE XXII – CONTINGENT FEE**

CONSULTANT warrants, by execution of this Agreement that no person or selling agency has been employed, or retained, to solicit or secure this Agreement upon an agreement or understanding, for a commission, percentage, brokerage or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by CONSULTANT for the purpose of securing business. For breach or violation of this warranty, COUNTY has the right to annul this Agreement without liability; pay only for the value of the work actually performed, or in its discretion to deduct from the price or consideration to be paid hereunder, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.

#### **ARTICLE XXIII – DISPUTES**

Prior to either party commencing any legal action under this Agreement, the parties agree to try in good faith, to settle any dispute amicably between them. If a dispute has not been settled after forty-five (45) calendar days of good-faith negotiations, and as may be otherwise provided herein, then either party may commence legal action against the other.

- A. Any dispute, other than audit, concerning a question of fact arising under this Agreement that is not disposed of by agreement shall be decided by a committee consisting of COUNTY's Contract Administrator and other COUNTY officials, who may consider written or verbal information submitted by CONSULTANT.
- B. Not later than thirty (30) calendar days after completion of all deliverables necessary to complete the plans, specifications and estimate, CONSULTANT may submit a written request for review by COUNTY's governing board of unresolved claims or disputes, other than audit.

- C. Neither the pendency of a dispute, nor its consideration by the committee will excuse CONSULTANT from full and timely performance in accordance with the terms of this Agreement.

#### **ARTICLE XXIV – INSPECTION OF WORK**

CONSULTANT and its subconsultants shall permit COUNTY, the State of California and the FHWA, if federal participating funds are used in this Agreement, to review and inspect the project activities and files at all reasonable times during the performance period of this Agreement.

#### **ARTICLE XXV – SAFETY**

- A. CONSULTANT shall comply with any and all California Division of Occupational Safety and Health (“Cal-OSHA”) regulations applicable to CONSULTANT regarding necessary safety equipment or procedures. CONSULTANT shall comply with safety instructions issued by the Humboldt County Risk Manager and other COUNTY representatives. CONSULTANT’s personnel shall wear hard hats and safety vests at all times while working on the construction project site.
- B. Pursuant to Section 591 of the California Vehicle Code, COUNTY has determined that such areas are within the limits of the project and are open to public traffic. CONSULTANT shall comply with all of the requirements set forth in Divisions 11 through 15 of the California Vehicle Code. CONSULTANT shall take all reasonably necessary precautions for safe operation of its vehicles and the protection of the traveling public from injury and damage from such vehicles.
- C. CONSULTANT must have any and all applicable CAL-OSHA permits, as outlined in California Labor Code Sections 6500 and 6705, prior to the initiation of any practices, work, method, operation or process related to the construction or excavation of trenches which are five (5) feet deep or deeper.
- D. Any subcontract entered into as a result of this Agreement shall contain all of the provisions of this article.

#### **ARTICLE XXVI – OWNERSHIP OF DATA**

- A. It is mutually agreed that all materials prepared by CONSULTANT pursuant to the terms and conditions of this Agreement shall become the property of COUNTY, and CONSULTANT shall have no property rights therein whatsoever. Immediately upon termination of this Agreement, COUNTY shall be entitled to, and CONSULTANT shall deliver to COUNTY, any and all reports, investigations, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date, whether completed or not, and other such materials as may have been prepared or accumulated to date by CONSULTANT in performing this Agreement, which is not CONSULTANT’s privileged information, as defined by law, or CONSULTANT’s personnel information, along with all other property belonging exclusively to COUNTY which is in CONSULTANT’s possession. Publication of the information derived from work performed or data obtained in connection with services rendered pursuant to the terms and conditions of this Agreement must be approved in writing by COUNTY.
- B. Additionally, it is agreed that the parties intend this Agreement to be an agreement for services and each considers the products and results of the services rendered by CONSULTANT hereunder to be work made for hire. CONSULTANT acknowledges and agrees that the work and all rights therein, including, without limitation, copyrights, belongs to and shall be the sole and exclusive property of COUNTY without restriction or limitation upon its use or dissemination by COUNTY. Any reuse of such works made for hire outside the scope of work for which it was developed, or any alteration of them whatsoever, without CONSULTANT’s review and approval shall be at COUNTY’S sole risk.

- C. Nothing herein shall constitute or be construed to be any representation by CONSULTANT that the work product is suitable in any way for any other project except the one (a) detailed in a particular Task. Any reuse by COUNTY for another project or project location shall be at COUNTY's sole risk.
- D. Each party hereto agrees to comply with any and all applicable local, state and federal laws, regulations and standards pertaining to patent rights, including, without limitation, 48 CFR Subpart 27.3 – Patent Rights under Government Contracts.
- E. COUNTY may permit CONSULTANT to copyright reports or other byproducts of this Agreement. If copyrights are permitted; FHWA shall be granted a royalty-free, nonexclusive and irrevocable right to reproduce, publish or otherwise use; and to authorize others to use, the work for government purposes.
- F. Any subcontract in excess of Twenty-Five Thousand Dollars (\$25,000.00) entered into as a result of this Agreement shall contain all of the provisions of this article.

#### **ARTICLE XXVII – CLAIMS FILED BY COUNTY'S CONSTRUCTION CONTRACTOR**

- A. If claims are filed by COUNTY's construction contractor relating to work performed by CONSULTANT, and additional information or assistance from CONSULTANT is required in order to evaluate or defend against such claims; CONSULTANT agrees to make its personnel available for consultation with COUNTY's Contract Administrator and for testimony, if necessary, at depositions and at trial or arbitration proceedings.
- B. CONSULTANT shall, upon reasonable notice from COUNTY, allow interviews of all personnel that COUNTY considers essential to assist in defending against construction contractor claims. Consultation or testimony will be reimbursed at the same rates, including, without limitation, travel costs, that are being paid for CONSULTANT's services under this Agreement.
- C. Services of CONSULTANT in connection with COUNTY's construction contractor claims will be performed pursuant to a written contract amendment which extends the expiration date of this Agreement, if necessary, in order to resolve such construction claims.
- D. Any subcontract in excess of Twenty-Five Thousand Dollars (\$25,000.00) entered into as a result of this Agreement shall contain all of the provisions of this article.

#### **ARTICLE XXVIII – CONFIDENTIALITY OF DATA**

- A. CONSULTANT hereby agrees to protect any and all confidential information obtained in the performance of this Agreement in accordance with any and all applicable local, state and federal laws, regulations and standards.
- B. All financial, statistical, personal, technical or other information relative to COUNTY's operations, which are designated confidential by COUNTY and made available to CONSULTANT in order to carry out this Agreement, shall be protected by CONSULTANT from unauthorized use and disclosure.
- C. Permission to disclose information on one (1) occasion, or disclosure at a public hearing held by COUNTY relating to this Agreement, shall not authorize CONSULTANT to further disclose such information or disseminate the same on any other occasion.
- D. CONSULTANT shall not comment publicly to the press or any other media outlet regarding this Agreement or COUNTY's actions on the same, except to COUNTY's staff, CONSULTANT's own

personnel involved in the performance of this Agreement, at public hearings or in response to questions from a legislative committee.

- E. CONSULTANT shall not issue any news release or public relations item of any nature, whatsoever, regarding work performed or to be performed under this Agreement without prior review of the contents thereof by COUNTY, and receipt of COUNTY's written permission.
- F. All information related to the construction estimate is confidential, and shall not be disclosed by CONSULTANT to any entity, other than COUNTY, Caltrans and/or FHWA. All of the materials prepared or assembled by CONSULTANT pursuant to the terms and conditions of this Agreement are confidential and CONSULTANT agrees that they shall not be made available to any individual or organization without the prior written approval of COUNTY or except by court order. If CONSULTANT, or any of its agents, officers, employees or subconsultants, does voluntarily provide information in violation of this Agreement, COUNTY has the right to reimbursement and indemnity from CONSULTANT for any damages caused by CONSULTANT releasing such information, including, without limitation, COUNTY's attorney's fees, expert witness fees and disbursements.
- G. Any subcontract entered into as a result of this Agreement shall contain all of the provisions of this article.

#### **ARTICLE XXIX – NATIONAL LABOR RELATIONS BOARD CERTIFICATION**

In accordance with California Public Contract Code Section 10296, CONSULTANT hereby states under penalty of perjury that no more than one (1) final unappealable finding of contempt of court by a federal court has been issued against CONSULTANT within two (2) years prior to the execution this Agreement because of CONSULTANT's failure to comply with an order of a federal court that requires CONSULTANT to comply with an order of the National Labor Relations Board.

#### **ARTICLE XXX – EVALUATION OF CONSULTANT**

CONSULTANT's performance will be evaluated by COUNTY. A copy of COUNTY's evaluation report will be sent to CONSULTANT for comments. COUNTY's evaluation report along with CONSULTANT's comments shall be retained in accordance with the record retention provisions set forth herein.

#### **ARTICLE XXXI – PROMPT PAYMENT**

##### **A. PROMPT PAYMENT FROM COUNTY TO CONSULTANT**

The COUNTY shall make all project progress payment within 30 days after receipt of an undisputed and properly submitted payment request from CONSULTANT on a professional service contract. If the COUNTY fails to pay promptly, the COUNTY shall pay interest to the CONSULTANT, which accrues at the rate of 10 percent per annum on the principal amount of a money judgment remaining unsatisfied and pro-rated as necessary. Upon receipt of the payment request, the COUNTY shall act in accordance with both of the following:

1. The COUNTY shall review each payment request as soon as feasible after receipt to verify it is a proper payment request.
2. The COUNTY must return any payment request deemed improper by the COUNTY to the CONSULTANT as soon as feasible, but not later than seven (7) days, after receipt. A request returned pursuant to this paragraph shall include documentation setting forth in writing the reasons why it is an improper payment request.

**B. PROMPT PAYMENT CERTIFICATION**

For projects awarded on or after September 1, 2023: the CONSULTANT must now submit Attachment H – Prompt Payment Certification (Exhibit 9-P) to the COUNTY administering the contract by the 15th of the month following the month of any payment(s). If the CONSULTANT does not make any payments to subconsultants, supplier(s), and/or manufacturers they must report “no payments were made to subs this month” and write this visibly and legibly on Attachment H – Prompt Payment Certification (Exhibit 9-P).

The COUNTY must verify all Attachment H – Prompt Payment Certification (Exhibit 9-P) information, monitor compliance with prompt payment requirements for DBE and non-DBE firms, and address any shortfalls to the DBE commitment and prompt payment issues until the end of the project. The COUNTY must email a copy of Attachment H – Prompt Payment Certification (Exhibit 9-P) to [DBE.Forms@dot.ca.gov](mailto:DBE.Forms@dot.ca.gov) before the end of the month after receiving the Attachment H – Prompt Payment Certification (Exhibit 9-P) from the CONSULTANT.

**ARTICLE XXXII – TITLE VI ASSURANCES****APPENDICES A - E of the TITLE VI ASSURANCES**

The U.S. Department of Transportation Order No.1050.2A requires all federal-aid Department of Transportation contracts between an agency and a consultant to contain Appendices A and E of the Title VI Assurances. Include Appendices B, C, and D if applicable as shown below. In addition, the consultant must include the Title VI Assurances Appendices A and E, and if applicable Appendices B, C, and D in all subcontracts to perform work under the contract.

The clauses of Appendix B of this Assurance shall be included as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to the COUNTY.

The clauses set forth in Appendix C and Appendix D of this Assurance shall be included as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the COUNTY with other parties:

- A. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
- B. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.

**APPENDIX A**

During the performance of this Agreement, the contractor, for itself, its assignees and successors in interest (hereinafter collectively referred to as CONSULTANT) agrees as follows:

- A. Compliance with Regulations: CONSULTANT shall comply with the regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the REGULATIONS), which are herein incorporated by reference and made a part of this agreement.
- B. Nondiscrimination: CONSULTANT, with regard to the work performed by it during the AGREEMENT, shall not discriminate on the grounds of race, color, sex, national origin, religion, age,

or disability in the selection and retention of sub-applicants, including procurements of materials and leases of equipment. CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the agreement covers a program set forth in Appendix B of the Regulations.

- C. Solicitations for Sub-agreements, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by CONSULTANT for work to be performed under a Sub-agreement, including procurements of materials or leases of equipment, each potential sub-applicant or supplier shall be notified by CONSULTANT of the CONSULTANT'S obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
- D. Information and Reports: CONSULTANT shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the recipient or FHWA to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, CONSULTANT shall so certify to the recipient or FHWA as appropriate, and shall set forth what efforts CONSULTANT has made to obtain the information.
- E. Sanctions for Noncompliance: In the event of CONSULTANT's noncompliance with the nondiscrimination provisions of this agreement, the recipient shall impose such agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
  - 1. withholding of payments to CONSULTANT under the Agreement within a reasonable period of time, not to exceed 90 days; and/or
  - 2. cancellation, termination or suspension of the Agreement, in whole or in part.
- F. Incorporation of Provisions: CONSULTANT shall include the provisions of paragraphs (1) through (6) in every sub-agreement, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

CONSULTANT shall take such action with respect to any sub-agreement or procurement as the recipient or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that, in the event CONSULTANT becomes involved in, or is threatened with, litigation with a sub-applicant or supplier as a result of such direction, CONSULTANT may request the recipient enter into such litigation to protect the interests of the State, and, in addition, CONSULTANT may request the United States to enter into such litigation to protect the interests of the United States.

#### **APPENDIX B**

##### **CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY**

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the recipient will accept title to the lands and maintain the project constructed thereon in accordance with Title 23 U.S.C., the regulations for the administration of the preceding statute, and the policies and procedures prescribed by the FHWA of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle

A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the recipient all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

**(HABENDUM CLAUSE)**

TO HAVE AND TO HOLD said lands and interests therein unto the recipient and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the recipient, its successors and assigns. The recipient, in consideration of the conveyance of said lands and interest in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]\* (2) that the recipient will use the lands and interests in lands and interest in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above- mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said lands, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].\* (\*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

**APPENDIX C**

**CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE  
ACTIVITY, FACILITY, OR PROGRAM**

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the recipient pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that:
  1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations(as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, the recipient will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.\*

- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the recipient will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the recipient and its assigns.\*

(\*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

#### APPENDIX D

#### CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by the recipient pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishings of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits or, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.) in the event of breach of any of the above of the above Non-discrimination covenants, the recipient will have the right to terminate the (license, permits, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.\*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, the recipient will there upon revert to and vest in and become the absolute property of the recipient and its assigns.

#### APPENDIX E

During the performance of this contract, the CONSULTANT, for itself, its assignees, and successors in interest (hereinafter referred to as the "CONSULTANT") agrees to comply with the following non-discrimination statutes and authorities, including, but not limited to:

#### Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), prohibits discrimination on the basis of sex;

- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

#### **ARTICLE XXXIII – NOTIFICATION**

Any and all notices required hereunder, and communications regarding interpretation of, and changes to, the terms and conditions of this Agreement, shall be affected by the mailing thereof by registered or certified mail, return receipt requested, postage prepaid and addressed as follows:

**CONSULTANT:** GHD Inc.

Attention: Josh Wolf, Project Manager  
718 Third Street  
Eureka, California 95501

**COUNTY:**

Humboldt County Department of Public Works – Engineering Division  
Attention: Tony Seghetti, Contract Administrator  
1106 Second Street  
Eureka, California 95501

**ARTICLE XXXIV – GOVERNING LAW, PRACTICE STANDARDS AND BINDING EFFECT**

- A. This Agreement shall be construed in accordance with the laws of the State of California. Any dispute arising hereunder, or relating hereto, shall be litigated in the State of California and venue shall lie in the County of Humboldt unless transferred by court order pursuant to California Code of Civil Procedure Sections 394 or 395.
- B. CONSULTANT agrees to comply with any and all local, state and federal laws, regulations and standards applicable to its performance hereunder, including, without limitation, the Americans with Disabilities Act. CONSULTANT further agrees to comply with any and all applicable local, state and federal accrediting, licensure and certification requirements.
- C. This Agreement is subject to any additional local, state and federal restrictions, limitations or conditions that may affect the provisions, terms, conditions or funding of this Agreement. This Agreement shall be read and enforced as though all legally required provisions are included herein, and if for any reason any such provision is not included, or is not correctly stated, the parties agree to amend the pertinent section to make such insertion or correction.
- D. In the event any law, regulation or standard referred to herein is amended during the term of this Agreement, the parties agree to comply with the amended provision as of the effective date thereof.
- E. CONSULTANT warrants that it has the degree of learning and skill ordinarily possessed by reputable professionals practicing in similar localities in the same profession and under similar circumstances. CONSULTANT's duty is to exercise such care, skill and diligence as professionals engaged in the same profession ordinarily exercise under like circumstances.
- F. The terms of this Agreement shall be binding upon and shall inure to the benefit of the heirs, executors, administrators, successors and permitted assigns of the parties.

**ARTICLE XXXV – NO WAIVER OF DEFAULT**

- A. The waiver by either party of any breach of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.
- B. In no event shall any payment by COUNTY constitute a waiver of any breach of this Agreement which may then exist on the part of CONSULTANT. Neither shall such payment impair or prejudice any remedy available to COUNTY with respect to the breach or default. COUNTY shall have the right to demand repayment of, and CONSULTANT shall promptly refund, any funds disbursed to CONSULTANT hereunder, which COUNTY determines were not expended in accordance with the terms of this Agreement.

**ARTICLE XXXVI – ATTORNEY FEES ON BREACH**

If either party shall commence any legal action, including, without limitation, an action for declaratory relief, against the other by reason of the alleged failure of the other to perform any of its obligations hereunder, the prevailing party in said action shall be entitled to recover court costs and reasonable attorneys' fees, including, but not limited to, the reasonable value of services rendered by the Humboldt County Counsel's Office, to be fixed by the court, and such recovery shall include court costs and attorney's fees on appeal, if applicable. As used herein, "prevailing party" means the party who dismisses an action in exchange for payment of substantially all sums allegedly due, performance of provisions allegedly breached or other considerations substantially equal to the relief sought by said party, as well as the party in whose favor final judgment is

rendered.

#### **ARTICLE XXXVII – NUCLEAR FREE HUMBOLDT COUNTY ORDINANCE COMPLIANCE**

By executing this Agreement, CONSULTANT certifies that it is not a Nuclear Weapons Contractor, in that CONSULTANT is not knowingly or intentionally engaged in the research, development, production or testing of nuclear warheads, nuclear weapons systems or nuclear weapons components as defined by the Nuclear Free Humboldt County Ordinance. CONSULTANT agrees to notify COUNTY immediately if it becomes a Nuclear Weapons Contractor, as defined above. COUNTY may immediately terminate this Agreement if it determines that the foregoing certification is false or if CONSULTANT subsequently becomes a Nuclear Weapons Contractor.

#### **ARTICLE XXXVIII – CONTRACT**

The two (2) parties to this Agreement, who are the before named CONSULTANT and the before named COUNTY, hereby agree that this Agreement constitutes the entire agreement which is made and concluded in duplicate between the two (2) parties. Both of these parties for and in consideration of the payments to be made, conditions mentioned, and work to be performed; each agree to diligently perform in accordance with the terms and conditions of this Agreement as evidenced by the signatures below.

[Signatures on Following Page]


**ARTICLE XXXIX – SIGNATURES**

*TWO SIGNATURES ARE REQUIRED FOR CORPORATIONS:*

*(1) CHAIRPERSON OF THE BOARD, PRESIDENT, OR VICE PRESIDENT; AND*

*(2) SECRETARY, ASSISTANT SECRETARY, CHIEF FINANCIAL OFFICER OR ASSISTANT TREASURER.*

**GHD INC.:**

By: 

Date: 2/5/25

Name: Theodore B. Whiton, PE

Title: President

By: 

Date: 2/5/25

Name: Patricia Osoko

Title: Secretary

**COUNTY OF HUMBOLDT:**

By: 

Date: 2/25/2025

Michelle Bushnell

Humboldt County Board of Supervisors

**INSURANCE AND INDEMNIFICATION REQUIREMENTS APPROVED:**

By: Phillips, Amanda  
Risk Management

Digitally signed by Phillips, Amanda  
Date: 2025.02.16 15:04:43 -08'00'

Date: \_\_\_\_\_

**LIST OF ATTACHMENTS:**

Attachment A – Scope of Work

Attachment B – Cost Proposal & Schedule of Work

Attachment C – Consultant Proposal DBE Commitment (Exhibit 10-O1)

Attachment D – Consultant Contract DBE Commitment (Exhibit 10-O2)

Attachment E – DBE Information, Good Faith Efforts (Exhibit 15-H)

Attachment F – DBE Running Tally of Payments (Exhibit 9-F)

Attachment G - DBE Commercially Useful Function Evaluation (Exhibit 9-J)

Attachment H – Prompt Payment Certification (Exhibit 9-P)

Attachment I – DBE Certification Status Change (Exhibit 17-O)

Attachment J – Final Report – Utilization of DBE First-Tier Subconsultants (Exhibit 17-F)

Attachment K – Inspector General's Certification of Indirect Costs and Financial Management System

Attachment L – Disclosure of Lobbying Activities (Exhibit 10-Q)

Attachment M – Liability Insurance

## **Attachment A – Scope of Work**

**SCOPE OF SERVICES  
FOR  
COUNTY OF HUMBOLDT**

**ON-CALL PROFESSIONAL DESIGN ENGINEERING AND/OR ENVIRONMENTAL  
SERVICES**

**February 4, 2025**

The following is the proposed GHD (consultant) preliminary scope of work for tasks under Agreement for the On-Call Professional Design Engineering and/or Environmental Services. Final scope of services will be developed by the County and GHD for each individual Task Order. It is understood that some of the services covered under this contract are design professional services and will be performed under the responsible charge of a Registered Engineer in the State of California. It is also understood that all work performed under this contract is considered to be performed by consultant, whether it be by consultant or a sub-consultant under contract to consultant. The following are general Environment and Engineering Services anticipated for providing on-call assistance on projects, some with Federal aid funding.

**SCOPE OF SERVICES**

The tasks below defined GHD's scope of services.

**Task 1 – Project Management, Meetings and Coordination**

This project will require regular communication and close coordination with team members, the County, Caltrans, and other project stakeholders. This task also includes reviewing the project status on a regular basis, providing progress updates to the County, managing project budgets and schedules, assisting the County in coordinating with the various agencies involved, and coordinating and performing quality control and quality assurance reviews. As part of the ongoing project coordination, management process, GHD anticipates participating in regular meetings (or conference calls) with the County, Caltrans, and other stakeholders, to provide updates on project status, review project designs and issues, and receive input and direction.

*Potential Deliverables:*

- *Meeting agendas and minutes*
- *Email correspondence*
- *Monthly invoices and progress reports*
- *Other project management documents, as required*

**Task 2 – Environmental Services**

The types of environmental services that the GHD may be required to provide pursuant to the terms and conditions of project specific Task Orders, include, without limitation, the following:

1. Providing environmental studies and documents in accordance with the National Environmental Policy Act (NEPA) and the California Environmental Quality Act (CEQA) in order to secure approval from Caltrans for completion of the preliminary engineering services set forth herein including, but not limited to, the following:
  - a. Preparation of a Preliminary Environment Study (PES) that is designed to provide an understanding of the full scope of the project and foster the type of early coordination needed to determine required technical studies and permits, level of analysis and NEPA Class of Action.
  - b. Preparation of a Natural Environment Study (NES) which includes an environmental assessment of the entire project area, including, without limitation, identification and quantification of potential impacts

to wetlands, sensitive habitat and endangered and threatened plant and animal species within the project area.

- c. Preparation of a Local Hydraulic Study Form which includes any and all hydrologic and hydraulic data pertaining to the project area.
  - d. Preparation of a Summary Floodplain Encroachment Report, which includes a discussion of any and all potential impacts to floodplains within the project area.
  - e. Preparation of a Biological Assessment which addresses any and all potential impacts to federally listed animals and critical habitat within the project area.
  - f. Preparation of a Botanical and/or Wetland Delineation Report which addresses any and all potential impacts to federal and/or state recognized sensitive plants and wetlands within the project area.
  - g. Preparation of an Initial Site Assessment (ISA) for Hazardous Materials which addresses any and all potential hazardous waste contamination that may occur within the project area.
  - h. Preparation of a Visual Impact Assessment (VIA) which addresses any and all potential visual impacts that may occur within the project area.
  - i. Preparation of applicable Cultural and Historical Resources studies and reports which address any and all potential impacts to historic and prehistoric resources within the project area in accordance with the requirements under Section 106 of the National Historic Preservation Act.
2. Assessing if aspects of the project comply with applicable environmental standards in accordance with Caltrans Local Assistance Program requirements, including, without limitation consulting and communicating with Caltrans staff as directed by the County.
  3. Assessing if aspects of the project comply with the applicable requirements of NEPA and CEQA, including, without limitation, preparing and submitting the environmental studies and documentation set forth herein.
  4. Consulting with the United States Army Corps of Engineers, the United States Fish and Wildlife Service, the National Marine Fisheries Service, the California Department of Fish and Wildlife, the North Coast Regional Water Quality Control Board, the California Coastal Commission and any other agencies with jurisdiction in the project area, and obtaining all required permits and approvals.
  5. Establishing direct contact with governmental regulatory and resource agencies for the purpose of obtaining information, expertise and technical assistance in developing baseline data and resource inventories related to the project.
  6. Maintaining records of all contacts with governmental regulatory and resource agencies and transmitting copies of such records to the County on a regular basis.
  7. Providing the County with the opportunity to review and revise all environmental documentation prepared and submitted pursuant to the terms and conditions of project specific Task Orders prior to final submission thereof.
  8. Providing environmental permitting and support, including, without limitation, preparing and submitting environmental permit applications and providing technical assistance regarding permit conditions and other environmental commitments pertaining to each specific roadway planning, design and/or construction project.

*Potential Deliverables:*

- *Preliminary Environmental Study including Project Description and APE Map*
- *Cultural Resources Study, Historic Property Survey Report and Archaeological Survey Report*
- *Special Status Plant and Animal Surveys and Reports*
- *Wetland Delineation Reports*
- *Natural Environment Study*
- *Initial Site Assessment*
- *Visual Impact Assessment or Visual Resources Technical Memorandum*
- *CEQA and NEPA Documentation*

- *Environmental Permit Applications*
- *Other environmental studies or documents, as required*

### **Task 3 – Design Engineering Services**

The types of professional design engineering services that the GHD may provide pursuant to the terms and conditions of project specific Task Orders including, without limitation, the following:

1. Conducting project planning studies, public outreach, engineering studies and/or preparing engineering designs for a variety of infrastructure improvements including, without limitation, roadway reconstruction, intersection modifications, roadway improvements, such as curbs, gutters, sidewalks, retaining walls, etc., drainage improvements, roadway striping layout, revegetation, stream environment zone restoration, roadway safety structures, traffic signals, roundabouts, bridges, culverts, storm drains, traffic studies, erosion control facilities, bikeway improvements, multi-use trail design (Class I and Class II) and/or design of other public works facilities generally associated with the existing County road system.
2. Provide geotechnical engineering services, including, without limitation, geotechnical studies, field exploration (including subsurface drilling), materials sampling and testing, soil analysis, evaluation of alternatives, geotechnical recommendations, pavement design, design support, and construction support.
3. Provide right-of-way services, including, without limitation, right-of-way cost estimates and data sheets, utility coordination, utility data sheets, appraisals and appraisal reviews, acquisitions, and escrow coordination.
4. Preparing construction plans, specifications and project design reports in English units, including, without limitation, drainage calculations and reports, grading plans, construction staking, structural design calculations and cost estimates in accordance with current standards developed by American Association of State highway and Transportation Officials (AASHTO) and California Department of Transportation (Caltrans).
5. Assessing and redesigning stream environment zones, including, without limitation, determination of properly functioning conditions, Hydrologic Engineering Center River Analysis System modeling, floodplain reconstruction, assessment of stream channel erosion, engineered wetlands and stream environment zone restoration.
6. Providing the County with grant funding assistance and project phase programming information, including, without limitation, information pertaining to the project inception, design, environmental, right-of-way and construction phases, as required by Caltrans Local Assistance and the Federal Highways Administration (FHWA).
7. Coordinating and providing surveying services, including, without limitation, scheduling ground and aerial topographic, boundary and construction stakeout surveys, document preparation and title reviews and providing record as-built drawings of the completed work.
8. Preparing transportation planning studies that identify current and future development needs of the County, including, without limitation, traffic analysis, traffic counts, traffic safety analysis, parking analysis, and socio-economic impacts.
9. Redesigning existing traffic signals and signal phases and assessing other intersection alternatives such as roundabouts.
10. Preparing construction project Disadvantaged Business Enterprise (DBE) goal calculations and certification verifications for both the federal and state programs.
11. Consulting with Caltrans Local Assistance staff regarding project compliance with applicable Caltrans Local Assistance Program requirements as directed by the County.
12. Scheduling and facilitating meetings with stakeholders, including, without limitation, providing a central point of contact for open, transparent, and efficient communication, identifying appropriate meeting venues, developing meeting agendas, providing audio-visual equipment, ensuring that meetings stay on schedule and on topic and preparing written meeting minutes.

13. Contacting landowners regarding construction activities and scheduling and/or contractual issues.
14. Developing construction plans, specifications and project designs that comply with the Americans with Disabilities Act (ADA) Accessibility Design Guidelines and Standards.

*Potential Deliverables:*

- *Geotechnical Study Reports*
- *Appraisals*
- *Hydrologic/Hydraulic Reports*
- *Traffic Engineering Reports*
- *Transportation Planning Studies*
- *Topographic and Right-of-Way Surveys and Exhibits*
- *Right of Way/Utility Data Sheets*
- *Legal Descriptions and Plat Maps*
- *Property Appraisals*
- *Design Plans*
- *Specifications (Special Provisions to Caltrans Standard Specifications)*
- *Opinion of Probable Construction Cost*
- *Disadvantaged Business Enterprise Goal Calculations*
- *Other engineering studies, design and documents, as required*

#### **Task 4 – Construction Engineering**

The types of construction support services that the GHD may be required to provide pursuant to the terms and conditions of a project specific Task Order, include, without limitation, the following:

1. Coordinating with construction contractors and utility owners and various community services districts, including, without limitation, performing field investigations, evaluating construction conditions and making recommendations regarding the improvement thereof.
2. Reviewing contractor submittals including, without limitation, water pollution control plans, storm-water pollution prevention plans, hazardous material management plans and temporary traffic control plans.
3. Coordinating with County staff or the County's construction management consultants to provide surveying, construction staking and line and grade checking for construction contractors, including, without limitation, providing as-built survey information upon request.
4. Coordinating with the County's materials lab to schedule required materials testing and providing all required materials testing not performed by the County's materials lab.

In addition, if requested, GHD could provide the following construction engineering support services:

- Provide pre-bid and bid period assistance
- Conduct weekly construction meetings
- Monitor construction schedule
- Provide environmental monitoring, clearance surveys and reporting
- Review request for information (RFI) and submittals
- Provide construction inspection/observation including reports
- Develop Contract Change Orders (CCOs)
- Provide materials testing services
- Track quantities for progress payments
- Provide office engineering and construction administration
- Perform onsite labor compliance interviews
- Complete project close documents including record/as-built drawings

*Potential Deliverables:*

- *Water Pollution Control Plans or Storm Water Pollution Prevention Plans*
- *Hazardous material management plans*
- *Temporary Traffic control plans*
- *Construction Meeting Agendas*
- *Environmental Monitoring/Survey Reports*
- *Onsite Inspection Reports*
- *Material Testing Reports*
- *Labor Compliance Interview Records*
- *Construction Close-out Documentation*
- *Other construction engineering documents, as required*

## **GENERAL EXCLUSIONS AND ASSUMPTIONS**

This scope of services is based on the tasks described above which are anticipated for the project. The County may need additional services during the process of the project due to increased regulatory issues, unusual public interest, and additional issues identified during the project. This scope is based on the following assumptions:

- This scope of services provided shall include, without limitation, all of the potential services listed in the RFQ No. DPW2024-005.
- County shall issue an appropriate Task Order for each project to be assigned to consultant.
- County shall exercise due care in relaying project requirements to consultant and shall responsively participate in the Task Order process.
- County shall allow consultant to review all public-accessible data and information that relate to the tasking assigned by each Task Order.

**Attachment B – Cost Proposal & Schedule of Work**



COUNTY OF HUMBOLDT  
ON-CALL ENGINEERING AND ENVIRONMENTAL SERVICES  
DPW2024-005  
January 28, 2025

Task	Classification>>	A002 - GHD								Total GHD Fees	Biggs Cardona Associates	Crawford Associates	Points West Surveying	Morrison Structures	SH&N	OZC Consulting	Monument ROW	Perlick	Saylor	Terra-Ex	UNBCO	ODG's	Totals
		Technical Director 2	Technical Director 1	A008 - Senior Professional 1	A008 - Professional 1	A008 - Professional 2	D004 - Sr Design Technician 1	D004 - Drafting /Design 1	D008-Design Project Support														
	Hourly Rate (Year 1)>>	\$751.20	\$266.28	\$188.41	\$181.88	\$138.55	\$187.24	\$118.60	\$118.64														
Task 1 - Project Management, Meetings and Coordination	400	200							100	\$181,598.00												\$250.00	\$181,848.00
Task 2 - Environmental Services	300	300		500	500	300	300	300	50	\$482,400.00						\$40,000.00						\$250.00	\$522,650.00
Task 3 - Design Engineering Services	400	300		1250	2000	2000	1800	1030	50	\$1,455,079.50	\$230,000.00	\$125,000.00	\$125,000.00	\$130,000.00	\$130,000.00		\$40,000.00	\$200,000.00	\$120,000.00	\$160,000.00	\$240,000.00	\$256.60	\$2,955,336.10
Task 4 - Construction Engineering	200	200		250	230	200			50	\$228,917.90	\$20,000.00	\$25,000.00	\$25,000.00	\$20,000.00	\$20,000.00							\$250.00	\$340,187.90
Total Hours	1300	1800		2250	2730	2400	1800	1320	250														
Total Cost		\$578,540.00	\$218,260.00	\$388,925.00	\$414,632.40	\$348,376.00	\$365,758.00	\$168,936.00	\$29,643.00	\$2,348,933.40	\$250,000.00	\$160,000.00	\$150,000.00	\$150,000.00	\$180,000.00	\$40,000.00	\$40,000.00	\$200,000.00	\$120,000.00	\$160,000.00	\$240,000.00	\$3,006.60	\$4,030,036.00

Note: Hourly rates to be based on Indirect Cost Rate (ICR) procedures [Billing rate= actual hourly rate \* (1+ ICR) \* (1+ Fee)]

# **COST PROPOSAL** **SPECIFIC RATE OF COMPENSATION**

Note: Mark-ups are Not Allowed

Consultant GHD Inc. X Prime Consultant ☐ Subconsultant Date 1/28/2025

Project No. DPW2024-005 Contract No. TBD Participation Amount \$2,350,000.00

Fringe Benefit % 28.09% + Overhead % 145.72% + General Administration % 173.81% = Combined Indirect Cost Rate (ICR) % 15%

BILLING INFORMATION			CALCULATION INFORMATION				FEE % = 15%
Name/Job Title/Classification <sup>1</sup>	Straight <sup>3</sup>	Hourly Billing Rates <sup>2</sup> OT(1.5x)	Effective date of hourly rate From To	Actual or Avg. hourly rate <sup>4</sup>	% or \$ increase	Hourly range - for classifications only	
Josh Wolf <sup>5</sup> Contractor Manager Senior Tech Director 2 A002	\$267.65	\$401.47	1/1/2025	\$85.00			
	\$278.36	\$417.53	6/30/2025	\$88.40	4.00%		
	\$289.49	\$434.23	7/1/2026	\$91.94	4.00%		
	\$301.07	\$451.60	6/30/2027	\$95.61	4.00%		
	\$313.11	\$469.67	7/1/2028	\$99.44	4.00%		
Jeremy Svehla <sup>2</sup> Contractor Manager Senior Tech Director 2 A002	\$325.64	\$488.45	6/30/2029	\$103.42	4.00%		
	\$267.65	\$401.47	1/1/2025	\$85.00			
	\$278.36	\$417.53	6/30/2025	\$88.40	4.00%		
	\$289.49	\$434.23	7/1/2026	\$91.94	4.00%		
	\$301.07	\$451.60	6/30/2027	\$95.61	4.00%		
Senior Technical Director 1 A001	\$313.11	\$469.67	7/1/2028	\$99.44	4.00%		
	\$325.64	\$488.45	6/30/2029	\$103.42	4.00%		
	\$324.72	\$487.08	1/1/2029	\$103.13		\$ 78.47 - \$ 127.78	
	\$337.71	\$506.57	6/30/2025	\$107.25	4.00%		
	\$351.22	\$526.83	7/1/2026	\$111.54	4.00%		
Senior Technical Director 2 A002	\$365.27	\$547.90	6/30/2027	\$116.00	4.00%		
	\$379.88	\$569.82	7/1/2028	\$120.64	4.00%		
	\$395.07	\$592.61	6/30/2029	\$125.47	4.00%		
	\$291.20	\$436.80	1/1/2029	\$92.48		\$ 72.85 - \$ 112.11	
	\$302.85	\$454.28	6/30/2025	\$96.18	4.00%		
Senior Tech Director 3 A003	\$314.96	\$472.45	7/1/2026	\$100.03	4.00%		
	\$327.56	\$491.34	6/30/2027	\$104.03	4.00%		
	\$340.67	\$511.00	7/1/2028	\$108.19	4.00%		
	\$354.29	\$531.44	6/30/2029	\$112.52	4.00%		
	\$286.31	\$429.46	1/1/2025	\$90.93		\$ 72.74 - \$ 109.11	
Technical Director 1 A004	\$297.76	\$446.64	6/30/2025	\$94.56	4.00%		
	\$309.67	\$464.50	7/1/2026	\$98.34	4.00%		
	\$322.06	\$483.08	6/30/2027	\$102.28	4.00%		
	\$334.94	\$502.41	7/1/2028	\$106.37	4.00%		
	\$348.34	\$522.50	6/30/2029	\$110.62	4.00%		
Technical Director 2 A005	\$266.25	\$399.37	1/1/2029	\$84.56		\$ 67.50 - \$ 101.61	
	\$276.90	\$415.35	6/30/2025	\$87.94	4.00%		
	\$287.97	\$431.96	7/1/2026	\$91.45	4.00%		
	\$299.49	\$449.24	6/30/2027	\$95.11	4.00%		
	\$311.47	\$467.21	7/1/2028	\$98.92	4.00%		
Technical Director 2 A005	\$323.93	\$485.90	6/30/2029	\$102.87	4.00%		
	\$240.38	\$360.57	1/1/2025	\$76.34		\$ 61.07 - \$ 91.61	
	\$250.00	\$374.99	6/30/2025	\$79.39	4.00%		
	\$260.00	\$389.99	7/1/2026	\$82.57	4.00%		
	\$270.40	\$405.59	6/30/2027	\$85.87	4.00%		
	\$281.21	\$421.82	7/1/2028	\$89.31	4.00%		
	\$292.46	\$438.69	6/30/2029	\$92.88	4.00%		

Senior Professional 1 A006	\$199.41 \$207.39 \$215.69 \$224.31 \$233.29 \$242.62	\$299.12 \$311.09 \$323.53 \$336.47 \$349.93 \$363.93	\$398.83 \$414.78 \$431.37 \$448.63 \$466.57 \$485.24	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$63.33 \$65.86 \$68.50 \$71.24 \$74.09 \$77.05	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 50.78 - \$ 75.88
Senior Professional 2 A007	\$174.84 \$181.83 \$189.10 \$196.67 \$204.54 \$212.72	\$262.26 \$272.75 \$283.66 \$295.00 \$306.80 \$319.08	\$349.68 \$363.66 \$378.21 \$393.34 \$409.07 \$425.43	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$55.53 \$57.75 \$60.06 \$62.46 \$64.96 \$67.55	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 44.42 - \$ 66.63
Professional 1 A008	\$151.88 \$157.96 \$164.28 \$170.85 \$177.68 \$184.79	\$227.82 \$236.94 \$246.42 \$256.27 \$266.52 \$277.18	\$303.77 \$315.92 \$328.55 \$341.70 \$355.36 \$369.58	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$48.24 \$50.16 \$52.17 \$54.26 \$56.43 \$58.69	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 38.64 - \$ 57.83
Professional 2 A009	\$138.55 \$144.09 \$149.85 \$155.85 \$162.08 \$168.56	\$207.82 \$216.13 \$224.78 \$233.77 \$243.12 \$252.85	\$277.10 \$288.18 \$299.71 \$311.69 \$324.16 \$337.13	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$44.00 \$45.76 \$47.59 \$49.49 \$51.47 \$53.53	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 35.99 - \$ 52.01
Professional 3 A010	\$127.61 \$132.71 \$138.02 \$143.54 \$149.28 \$155.25	\$191.41 \$199.06 \$207.03 \$215.31 \$223.92 \$232.88	\$255.21 \$265.42 \$276.04 \$287.08 \$298.56 \$310.50	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$40.53 \$42.15 \$43.83 \$45.59 \$47.41 \$49.30	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 35.99 - \$ 45.06
Vacationer/Intern A011	\$177.67 \$80.77 \$84.00 \$87.36 \$90.86 \$94.49	\$116.50 \$121.16 \$126.00 \$131.04 \$136.29 \$141.74	\$155.33 \$161.54 \$168.01 \$174.73 \$181.72 \$188.98	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$24.67 \$25.65 \$26.68 \$27.74 \$28.85 \$30.01	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 22.42 - \$ 26.91
Lead Design Technician 1 B001	\$271.38 \$282.24 \$293.53 \$305.27 \$317.48 \$330.18	\$407.07 \$423.35 \$440.29 \$457.90 \$476.22 \$495.26	\$542.76 \$564.47 \$587.05 \$610.53 \$634.95 \$660.35	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$86.19 \$89.63 \$93.22 \$96.95 \$100.82 \$104.86	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 80.03 - \$ 92.34
Lead Design Technician 2 B002	\$242.99 \$252.71 \$262.82 \$273.34 \$284.27 \$295.64	\$364.49 \$379.07 \$394.23 \$410.00 \$426.40 \$443.46	\$485.99 \$505.43 \$525.64 \$546.67 \$568.54 \$591.28	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$77.17 \$80.26 \$83.47 \$86.81 \$90.28 \$93.89	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 70.91 - \$ 83.43
Lead Design Technician 3 B003	\$206.17 \$214.42 \$222.99 \$231.91 \$241.19 \$250.84	\$309.25 \$321.62 \$334.49 \$347.87 \$361.78 \$376.25	\$412.34 \$428.83 \$445.98 \$463.82 \$482.38 \$501.67	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$65.48 \$68.09 \$70.82 \$73.65 \$76.60 \$79.66	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 57.62 - \$ 73.33
Sr. Design Technician 1 B004	\$187.24 \$194.73 \$202.52 \$210.62 \$219.05 \$227.81	\$280.87 \$292.10 \$303.79 \$315.94 \$328.57 \$341.72	\$374.49 \$389.47 \$405.05 \$421.25 \$438.10 \$455.62	1/1/2025 7/1/2025 7/1/2026 7/1/2027 7/1/2028 7/1/2029	6/30/2025 6/30/2026 6/30/2027 6/30/2028 6/30/2029 6/30/2030	\$59.47 \$61.84 \$64.32 \$66.89 \$69.57 \$72.35	4.00% 4.00% 4.00% 4.00% 4.00% 4.00%	\$ 49.21 - \$ 69.72

Sr Design Technician 2 B005	\$170.00	\$255.01	\$340.01	1/1/2025	6/30/2025	\$53.99		\$ 50.09 - \$ 57.89
	\$176.80	\$265.21	\$353.61	7/1/2025	6/30/2026	\$56.15	4.00%	
	\$183.88	\$275.82	\$367.75	7/1/2026	6/30/2027	\$58.40	4.00%	
	\$191.23	\$286.85	\$382.46	7/1/2027	6/30/2028	\$60.73	4.00%	
	\$198.88	\$298.32	\$397.76	7/1/2028	6/30/2029	\$63.16	4.00%	
	\$206.84	\$310.25	\$413.67	7/1/2029	6/30/2030	\$65.69	4.00%	
Design Technician 1 B006	\$154.10	\$231.15	\$308.21	1/1/2025	6/30/2025	\$48.94		\$ 45.00 - \$ 52.88
	\$160.27	\$240.40	\$320.53	7/1/2025	6/30/2026	\$50.90	4.00%	
	\$166.68	\$250.02	\$333.36	7/1/2026	6/30/2027	\$52.93	4.00%	
	\$173.34	\$260.02	\$346.69	7/1/2027	6/30/2028	\$55.05	4.00%	
	\$180.28	\$270.42	\$360.56	7/1/2028	6/30/2029	\$57.25	4.00%	
	\$187.49	\$281.23	\$374.98	7/1/2029	6/30/2030	\$59.54	4.00%	
Design Technician 2 B007	\$132.96	\$199.44	\$265.92	1/1/2025	6/30/2025	\$42.23		\$ 38.89 - \$ 45.56
	\$138.28	\$207.42	\$276.55	7/1/2025	6/30/2026	\$43.91	4.00%	
	\$143.81	\$215.71	\$287.62	7/1/2026	6/30/2027	\$45.67	4.00%	
	\$149.56	\$224.34	\$299.12	7/1/2027	6/30/2028	\$47.50	4.00%	
	\$155.54	\$233.31	\$311.09	7/1/2028	6/30/2029	\$49.40	4.00%	
	\$161.76	\$242.65	\$323.53	7/1/2029	6/30/2030	\$51.37	4.00%	
Drafting/Design 1 B008	\$119.50	\$179.25	\$239.00	1/1/2025	6/30/2025	\$37.95		\$ 34.60 - \$ 41.30
	\$124.28	\$186.42	\$248.55	7/1/2025	6/30/2026	\$39.47	4.00%	
	\$129.25	\$193.87	\$258.50	7/1/2026	6/30/2027	\$41.05	4.00%	
	\$134.42	\$201.63	\$268.84	7/1/2027	6/30/2028	\$42.69	4.00%	
	\$139.80	\$209.69	\$279.59	7/1/2028	6/30/2029	\$44.40	4.00%	
	\$145.39	\$218.08	\$290.77	7/1/2029	6/30/2030	\$46.17	4.00%	
Drafting/Design 2 B009	\$104.68	\$157.02	\$209.36	1/1/2025	6/30/2025	\$33.25		\$ 29.92 - \$ 36.57
	\$108.87	\$163.30	\$217.74	7/1/2025	6/30/2026	\$34.57	4.00%	
	\$113.22	\$169.84	\$226.45	7/1/2026	6/30/2027	\$35.96	4.00%	
	\$117.75	\$176.63	\$235.51	7/1/2027	6/30/2028	\$37.40	4.00%	
	\$122.46	\$183.70	\$244.93	7/1/2028	6/30/2029	\$38.89	4.00%	
	\$127.36	\$191.04	\$254.72	7/1/2029	6/30/2030	\$40.45	4.00%	
Drafting/Design 3 B010	\$132.94	\$199.41	\$265.89	1/1/2025	6/30/2025	\$42.22		\$ 38.00 - \$ 46.44
	\$138.26	\$207.39	\$276.52	7/1/2025	6/30/2026	\$43.91	4.00%	
	\$143.79	\$215.69	\$287.58	7/1/2026	6/30/2027	\$45.67	4.00%	
	\$149.54	\$224.31	\$299.09	7/1/2027	6/30/2028	\$47.49	4.00%	
	\$155.52	\$233.29	\$311.05	7/1/2028	6/30/2029	\$49.39	4.00%	
	\$161.75	\$242.62	\$323.49	7/1/2029	6/30/2030	\$51.37	4.00%	
Drafting/Design 4 B011	\$86.80	\$130.20	\$173.59	1/1/2025	6/30/2025	\$27.57		\$ 23.63 - \$ 31.50
	\$90.27	\$135.40	\$180.54	7/1/2025	6/30/2026	\$28.67	4.00%	
	\$93.88	\$140.82	\$187.76	7/1/2026	6/30/2027	\$29.81	4.00%	
	\$97.63	\$146.45	\$195.27	7/1/2027	6/30/2028	\$31.01	4.00%	
	\$101.54	\$152.31	\$203.08	7/1/2028	6/30/2029	\$32.25	4.00%	
	\$105.60	\$158.40	\$211.20	7/1/2029	6/30/2030	\$33.54	4.00%	
Intern Drafting/Design B012	\$82.09	\$123.13	\$164.18	1/1/2025	6/30/2025	\$26.07		\$ 23.70 - \$ 28.44
	\$85.37	\$128.06	\$170.75	7/1/2025	6/30/2026	\$27.11	4.00%	
	\$88.79	\$133.18	\$177.58	7/1/2026	6/30/2027	\$28.20	4.00%	
	\$92.34	\$138.51	\$184.68	7/1/2027	6/30/2028	\$29.33	4.00%	
	\$96.03	\$144.05	\$192.07	7/1/2028	6/30/2029	\$30.50	4.00%	
	\$99.87	\$149.81	\$199.75	7/1/2029	6/30/2030	\$31.72	4.00%	
Sr Construction Manager S001	\$271.55	\$407.33	\$543.11	1/1/2025	6/30/2025	\$86.24		\$ 80.08 - \$ 92.40
	\$282.42	\$423.62	\$564.83	7/1/2025	6/30/2026	\$89.69	4.00%	
	\$293.71	\$440.57	\$587.43	7/1/2026	6/30/2027	\$93.28	4.00%	
	\$305.46	\$458.19	\$610.92	7/1/2027	6/30/2028	\$97.01	4.00%	
	\$317.68	\$476.52	\$635.36	7/1/2028	6/30/2029	\$100.89	4.00%	
	\$330.39	\$495.58	\$660.77	7/1/2029	6/30/2030	\$104.92	4.00%	
Construction Manager S002	\$214.70	\$322.05	\$429.40	1/1/2025	6/30/2025	\$68.19		\$ 54.51 - \$ 81.86
	\$223.29	\$334.94	\$446.58	7/1/2025	6/30/2026	\$70.91	4.00%	
	\$232.22	\$348.33	\$464.44	7/1/2026	6/30/2027	\$73.75	4.00%	
	\$241.51	\$362.27	\$483.02	7/1/2027	6/30/2028	\$76.70	4.00%	
	\$251.17	\$376.76	\$502.34	7/1/2028	6/30/2029	\$79.77	4.00%	
	\$261.22	\$391.83	\$522.44	7/1/2029	6/30/2030	\$82.96	4.00%	



**COST PROPOSAL****SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)**Consultant GHD Inc. ☐ Prime Consultant ☒ SubconsultantProject No. DPW2024-005 Contract No. TBD Date 1/28/2025

SCHEDULE OF OTHER DIRECT COST ITEMS				
DESCRIPTION OF ITEMS	QUANTITY	UNIT	UNIT COST	TOTAL
GPS	TBD	day	\$ 100.00	
Laboratory Testing			Actual Cost	
Records Search Fees			Actual Cost	
Postage/Delivery			Actual Cost	
Permit Fees			Actual Cost	
Mileage Cost			IRS Rate	
Tolls and Parking			Actual Cost	
Rental Vehicle and Gas			Actual Cost	
Lodging			Actual Cost	
Per Diem			Actual Cost	
Project Incidentals			Actual Cost	
Plan Sheets (external)			Actual Cost	

**NOTES:**

1. List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.

---

**COST PROPOSAL**

---

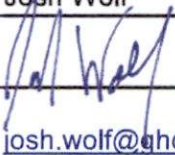
**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
6. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Josh Wolf Title \*: Vice President  
Signature :  Date of Certification (mm/dd/yyyy): 1/28/2025  
Email: josh.wolf@ghd.com Phone Number: 707-599-8078

\* An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Construction Management, Construction Inspections, Office Engineering, Environmental Support Services

**EXHIBIT 10-H2 COST PROPOSAL**

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Biggs Cardosa Associates, Inc.

☐ Prime Consultant ☒ Subconsultant

☐ 2<sup>nd</sup> Tier Subconsultant

Project No. Humboldt County On-Call Engineering Services DPW2024-005

Contract No. TBD

Participation Amount TBD

Date 1/13/2025

For Combined Rate	Fringe Benefit %	+ General & Administrative %	=	159.59% Combined ICR%
For Home Office Rate	Fringe Benefit %	+ General & Administrative %	=	Home Office ICR%
For Field Office Rate	Fringe Benefit %	+ General & Administrative %	=	Field Office ICR%
			Fee =	10% %

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>3</sup>			Effective date of hourly rate		Actual or Avg. Hourly Rate <sup>4</sup>	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Anthony Richardson * / Associate	\$ 270.19	N/A	N/A	10/1/2024	9/30/2025	\$ 94.62		Not Applicable
	\$ 283.70	N/A	N/A	10/1/2025	9/30/2026	\$ 99.35	5.00%	Not Applicable
	\$ 297.88	N/A	N/A	10/1/2026	9/30/2027	\$ 104.32	5.00%	Not Applicable
	\$ 312.77	N/A	N/A	10/1/2027	9/30/2028	\$ 109.53	5.00%	Not Applicable
	\$ 328.41	N/A	N/A	10/1/2028	9/30/2029	\$ 115.01	5.00%	Not Applicable
	\$ 344.83	N/A	N/A	10/1/2029	9/30/2030	\$ 120.76	5.00%	Not Applicable
Senior Principal	\$ 354.34	N/A	N/A	10/1/2024	9/30/2025	\$ 124.09		\$ 105.00 to \$ 140.00
	\$ 372.05	N/A	N/A	10/1/2025	9/30/2026	\$ 130.29	5.00%	\$ 110.25 to \$ 147.00
	\$ 390.66	N/A	N/A	10/1/2026	9/30/2027	\$ 136.81	5.00%	\$ 115.76 to \$ 154.35
	\$ 410.19	N/A	N/A	10/1/2027	9/30/2028	\$ 143.65	5.00%	\$ 121.55 to \$ 162.07
	\$ 430.70	N/A	N/A	10/1/2028	9/30/2029	\$ 150.83	5.00%	\$ 127.63 to \$ 170.17
	\$ 452.23	N/A	N/A	10/1/2029	9/30/2030	\$ 158.37	5.00%	\$ 134.01 to \$ 178.68
Principal	\$ 308.05	N/A	N/A	10/1/2024	9/30/2025	\$ 107.88		\$ 100.00 to \$ 115.00
	\$ 323.45	N/A	N/A	10/1/2025	9/30/2026	\$ 113.27	5.00%	\$ 105.00 to \$ 120.75
	\$ 339.63	N/A	N/A	10/1/2026	9/30/2027	\$ 118.94	5.00%	\$ 110.25 to \$ 126.79
	\$ 356.61	N/A	N/A	10/1/2027	9/30/2028	\$ 124.88	5.00%	\$ 115.76 to \$ 133.13
	\$ 374.44	N/A	N/A	10/1/2028	9/30/2029	\$ 131.13	5.00%	\$ 121.55 to \$ 139.78
	\$ 393.16	N/A	N/A	10/1/2029	9/30/2030	\$ 137.69	5.00%	\$ 127.63 to \$ 146.77
Associate	\$ 260.19	N/A	N/A	10/1/2024	9/30/2025	\$ 91.12		\$ 70.00 to \$ 105.00
	\$ 273.20	N/A	N/A	10/1/2025	9/30/2026	\$ 95.68	5.00%	\$ 73.50 to \$ 110.25
	\$ 286.86	N/A	N/A	10/1/2026	9/30/2027	\$ 100.46	5.00%	\$ 77.18 to \$ 115.76
	\$ 301.21	N/A	N/A	10/1/2027	9/30/2028	\$ 105.48	5.00%	\$ 81.03 to \$ 121.55
	\$ 316.27	N/A	N/A	10/1/2028	9/30/2029	\$ 110.76	5.00%	\$ 85.09 to \$ 127.63
	\$ 332.08	N/A	N/A	10/1/2029	9/30/2030	\$ 116.29	5.00%	\$ 89.34 to \$ 134.01
Engineering Manager	\$ 230.15	N/A	N/A	10/1/2024	9/30/2025	\$ 80.60		\$ 65.00 to \$ 90.00
	\$ 241.66	N/A	N/A	10/1/2025	9/30/2026	\$ 84.63	5.00%	\$ 68.25 to \$ 94.50
	\$ 253.74	N/A	N/A	10/1/2026	9/30/2027	\$ 88.86	5.00%	\$ 71.66 to \$ 99.23
	\$ 266.43	N/A	N/A	10/1/2027	9/30/2028	\$ 93.30	5.00%	\$ 75.25 to \$ 104.19
	\$ 279.75	N/A	N/A	10/1/2028	9/30/2029	\$ 97.97	5.00%	\$ 79.01 to \$ 109.40
	\$ 293.74	N/A	N/A	10/1/2029	9/30/2030	\$ 102.87	5.00%	\$ 82.96 to \$ 114.87

**EXHIBIT 10-H2 COST PROPOSAL**

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Biggs Cardosa Associates, Inc. ☐ Prime Consultant ☒ Subconsultant ☐ 2<sup>nd</sup> Tier Subconsultant

Project No. Humboldt County On-Call Engineering Services DPW2024-005 Contract No. TBD Participation Amount TBD Date 1/13/2025

For Combined Rate	Fringe Benefit % + General & Administrative % = 159.59% Combined ICR%
For Home Office Rate	Fringe Benefit % + General & Administrative % = Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative % = Field Office ICR%
Fee = 10% %	

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>3</sup>			Effective date of hourly rate		Actual or Avg. Hourly Rate <sup>4</sup>	% or \$ increase	Hourly range - for classifications only
	Straight	QT(1.5x)	OT(2x)	From	To			
Senior Engineer	\$ 203.00	N/A	N/A	10/1/2024	9/30/2025	\$ 71.09		\$ 60.00 to \$ 85.00
	\$ 213.15	N/A	N/A	10/1/2025	9/30/2026	\$ 74.64	5.00%	\$ 63.00 to \$ 89.25
	\$ 223.80	N/A	N/A	10/1/2026	9/30/2027	\$ 78.38	5.00%	\$ 66.15 to \$ 93.71
	\$ 234.99	N/A	N/A	10/1/2027	9/30/2028	\$ 82.30	5.00%	\$ 69.46 to \$ 98.40
	\$ 246.74	N/A	N/A	10/1/2028	9/30/2029	\$ 86.41	5.00%	\$ 72.93 to \$ 103.32
	\$ 259.08	N/A	N/A	10/1/2029	9/30/2030	\$ 90.73	5.00%	\$ 76.58 to \$ 108.48
Project Engineer	\$ 172.01	N/A	N/A	10/1/2024	9/30/2025	\$ 60.24		\$ 55.00 to \$ 70.00
	\$ 180.62	N/A	N/A	10/1/2025	9/30/2026	\$ 63.25	5.00%	\$ 57.75 to \$ 73.50
	\$ 189.65	N/A	N/A	10/1/2026	9/30/2027	\$ 66.41	5.00%	\$ 60.64 to \$ 77.18
	\$ 199.13	N/A	N/A	10/1/2027	9/30/2028	\$ 69.74	5.00%	\$ 63.67 to \$ 81.03
	\$ 209.08	N/A	N/A	10/1/2028	9/30/2029	\$ 73.22	5.00%	\$ 66.85 to \$ 85.09
	\$ 219.54	N/A	N/A	10/1/2029	9/30/2030	\$ 76.88	5.00%	\$ 70.20 to \$ 89.34
Staff Engineer	\$ 148.00	N/A	N/A	10/1/2024	9/30/2025	\$ 51.83		\$ 40.00 to \$ 65.00
	\$ 155.40	N/A	N/A	10/1/2025	9/30/2026	\$ 54.42	5.00%	\$ 42.00 to \$ 68.25
	\$ 163.17	N/A	N/A	10/1/2026	9/30/2027	\$ 57.14	5.00%	\$ 44.10 to \$ 71.66
	\$ 171.33	N/A	N/A	10/1/2027	9/30/2028	\$ 60.00	5.00%	\$ 46.31 to \$ 75.25
	\$ 179.89	N/A	N/A	10/1/2028	9/30/2029	\$ 63.00	5.00%	\$ 48.62 to \$ 79.01
	\$ 188.89	N/A	N/A	10/1/2029	9/30/2030	\$ 66.15	5.00%	\$ 51.05 to \$ 82.96
Assistant Engineer	\$ 128.10	N/A	N/A	10/1/2024	9/30/2025	\$ 44.86		\$ 35.00 to \$ 55.00
	\$ 134.50	N/A	N/A	10/1/2025	9/30/2026	\$ 47.10	5.00%	\$ 36.75 to \$ 57.75
	\$ 141.23	N/A	N/A	10/1/2026	9/30/2027	\$ 49.46	5.00%	\$ 38.59 to \$ 60.64
	\$ 148.29	N/A	N/A	10/1/2027	9/30/2028	\$ 51.93	5.00%	\$ 40.52 to \$ 63.67
	\$ 155.70	N/A	N/A	10/1/2028	9/30/2029	\$ 54.53	5.00%	\$ 42.54 to \$ 66.85
	\$ 163.49	N/A	N/A	10/1/2029	9/30/2030	\$ 57.25	5.00%	\$ 44.67 to \$ 70.20
Junior Engineer	\$ 110.31	N/A	N/A	10/1/2024	9/30/2025	\$ 38.63		\$ 25.00 to \$ 45.00
	\$ 115.82	N/A	N/A	10/1/2025	9/30/2026	\$ 40.56	5.00%	\$ 26.25 to \$ 47.25
	\$ 121.61	N/A	N/A	10/1/2026	9/30/2027	\$ 42.59	5.00%	\$ 27.56 to \$ 49.61
	\$ 127.69	N/A	N/A	10/1/2027	9/30/2028	\$ 44.72	5.00%	\$ 28.94 to \$ 52.09
	\$ 134.08	N/A	N/A	10/1/2028	9/30/2029	\$ 46.96	5.00%	\$ 30.39 to \$ 54.70
	\$ 140.78	N/A	N/A	10/1/2029	9/30/2030	\$ 49.30	5.00%	\$ 31.91 to \$ 57.43

**EXHIBIT 10-H2 COST PROPOSAL**

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Biggs Cardosa Associates, Inc.

☐ Prime Consultant ☒ Subconsultant

☐ 2<sup>nd</sup> Tier Subconsultant

Project No. Humboldt County On-Call Engineering Services DPW2024-005

Contract No. TBD

Participation Amount TBD

Date 1/13/2025

For Combined Rate	Fringe Benefit %	+ General & Administrative %	=	159.59% Combined ICR%
For Home Office Rate	Fringe Benefit %	+ General & Administrative %	=	Home Office ICR%
For Field Office Rate	Fringe Benefit %	+ General & Administrative %	=	Field Office ICR%
Fee				= 10% %

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>3</sup>			Effective date of hourly rate		Actual or Avg. Hourly Rate <sup>4</sup>	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Sr. Computer Drafter	\$ 159.65	N/A	N/A	10/1/2024	9/30/2025	\$ 55.91		\$ 35.00 to \$ 70.00
	\$ 167.63	N/A	N/A	10/1/2025	9/30/2026	\$ 58.71	5.00%	\$ 36.75 to \$ 73.50
	\$ 176.01	N/A	N/A	10/1/2026	9/30/2027	\$ 61.64	5.00%	\$ 38.59 to \$ 77.18
	\$ 184.82	N/A	N/A	10/1/2027	9/30/2028	\$ 64.72	5.00%	\$ 40.52 to \$ 81.03
	\$ 194.06	N/A	N/A	10/1/2028	9/30/2029	\$ 67.96	5.00%	\$ 42.54 to \$ 85.09
	\$ 203.76	N/A	N/A	10/1/2029	9/30/2030	\$ 71.36	5.00%	\$ 44.67 to \$ 89.34
Computer Drafter	\$ 107.08	N/A	N/A	10/1/2024	9/30/2025	\$ 37.50		\$ 25.00 to \$ 50.00
	\$ 112.43	N/A	N/A	10/1/2025	9/30/2026	\$ 39.38	5.00%	\$ 26.25 to \$ 52.50
	\$ 118.06	N/A	N/A	10/1/2026	9/30/2027	\$ 41.34	5.00%	\$ 27.56 to \$ 55.13
	\$ 123.96	N/A	N/A	10/1/2027	9/30/2028	\$ 43.41	5.00%	\$ 28.94 to \$ 57.88
	\$ 130.16	N/A	N/A	10/1/2028	9/30/2029	\$ 45.58	5.00%	\$ 30.39 to \$ 60.78
	\$ 136.67	N/A	N/A	10/1/2029	9/30/2030	\$ 47.86	5.00%	\$ 31.91 to \$ 63.81
BIM/Visualization Specialist	\$ 130.15	N/A	N/A	10/1/2024	9/30/2025	\$ 45.58		\$ 40.00 to \$ 55.00
	\$ 136.66	N/A	N/A	10/1/2025	9/30/2026	\$ 47.86	5.00%	\$ 42.00 to \$ 57.75
	\$ 143.49	N/A	N/A	10/1/2026	9/30/2027	\$ 50.25	5.00%	\$ 44.10 to \$ 60.64
	\$ 150.67	N/A	N/A	10/1/2027	9/30/2028	\$ 52.76	5.00%	\$ 46.31 to \$ 63.67
	\$ 158.20	N/A	N/A	10/1/2028	9/30/2029	\$ 55.40	5.00%	\$ 48.62 to \$ 66.85
	\$ 166.11	N/A	N/A	10/1/2029	9/30/2030	\$ 58.17	5.00%	\$ 51.05 to \$ 70.20
Project Administrator	\$ 184.52	N/A	N/A	10/1/2024	9/30/2025	\$ 64.62		\$ 45.00 to \$ 85.00
	\$ 193.75	N/A	N/A	10/1/2025	9/30/2026	\$ 67.85	5.00%	\$ 47.25 to \$ 89.25
	\$ 203.44	N/A	N/A	10/1/2026	9/30/2027	\$ 71.24	5.00%	\$ 49.61 to \$ 93.71
	\$ 213.61	N/A	N/A	10/1/2027	9/30/2028	\$ 74.81	5.00%	\$ 52.09 to \$ 98.40
	\$ 224.29	N/A	N/A	10/1/2028	9/30/2029	\$ 78.55	5.00%	\$ 54.70 to \$ 103.32
	\$ 235.50	N/A	N/A	10/1/2029	9/30/2030	\$ 82.47	5.00%	\$ 57.43 to \$ 108.48
Project Coordinator	\$ 131.78	N/A	N/A	10/1/2024	9/30/2025	\$ 46.15		\$ 40.00 to \$ 55.00
	\$ 138.37	N/A	N/A	10/1/2025	9/30/2026	\$ 48.46	5.00%	\$ 42.00 to \$ 57.75
	\$ 145.29	N/A	N/A	10/1/2026	9/30/2027	\$ 50.88	5.00%	\$ 44.10 to \$ 60.64
	\$ 152.55	N/A	N/A	10/1/2027	9/30/2028	\$ 53.42	5.00%	\$ 46.31 to \$ 63.67
	\$ 160.18	N/A	N/A	10/1/2028	9/30/2029	\$ 56.10	5.00%	\$ 48.62 to \$ 66.85
	\$ 168.19	N/A	N/A	10/1/2029	9/30/2030	\$ 58.90	5.00%	\$ 51.05 to \$ 70.20

**EXHIBIT 10-H2 COST PROPOSAL**

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Biggs Cardosa Associates, Inc. ☐ Prime Consultant ☒ Subconsultant ☐ 2<sup>nd</sup> Tier Subconsultant

Project No. Humboldt County On-Call Engineering Services DPW2024-005 Contract No. TBD Participation Amount TBD Date 1/13/2025

For Combined Rate	Fringe Benefit %	+	General & Administrative %	=	159.59%	Combined ICR%
For Home Office Rate	Fringe Benefit %	+	General & Administrative %	=		Home Office ICR%
For Field Office Rate	Fringe Benefit %	+	General & Administrative %	=		Field Office ICR%
Fee				=	10%	%

BILLING INFORMATION

CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>3</sup>			Effective date of hourly rate		Actual or Avg. Hourly Rate <sup>4</sup>	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Secretarial Administrative Services	\$ 97.86	N/A	N/A	10/1/2024	9/30/2025	\$ 34.27		\$ 20.00 to \$ 45.00
	\$ 102.75	N/A	N/A	10/1/2025	9/30/2026	\$ 35.98	5.00%	\$ 21.00 to \$ 47.25
	\$ 107.89	N/A	N/A	10/1/2026	9/30/2027	\$ 37.78	5.00%	\$ 22.05 to \$ 49.61
	\$ 113.28	N/A	N/A	10/1/2027	9/30/2028	\$ 39.67	5.00%	\$ 23.15 to \$ 52.09
	\$ 118.95	N/A	N/A	10/1/2028	9/30/2029	\$ 41.66	5.00%	\$ 24.31 to \$ 54.70
	\$ 124.89	N/A	N/A	10/1/2029	9/30/2030	\$ 43.74	5.00%	\$ 25.53 to \$ 57.43

NOTES:

- Key personnel must be marked with an asterisk (\*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (\*\*). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
- The cost proposal format shall not be amended.
- Billing rate = actual hourly rate \* (1 + ICR) \* (1 + Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
- For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

**EXHIBIT 10-H2 COST PROPOSAL**

**SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

Note: Mark-ups are Not Allowed

Consultant Biggs Cardosa Associates, Inc. ☒ Prime Consultant ☐ Subconsultant

Project No. \_\_\_\_\_ Contract No. \_\_\_\_\_

Date 1/13/2025

<b>SCHEDULE OF OTHER DIRECT COST ITEMS</b>				
<b>Description of Item</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total</b>
<b>Travel</b>				
A. Airfare		EA	Actual	
B. Rental Vehicle		EA	Actual	
C. Per Diem		EA	IRS Rate	
D. Lodging		EA	IRS Rate	
<b>Prints &amp; Reproductions</b>				
A. Outside Reproduction		EA	Actual	
<b>Project Specific Delivery Services</b>				
A. Delivery Services		EA	Actual	
B. Express Mail/USPS		EA	Actual	
C. Truck Rental		EA	Actual	
<b>Subconsultants</b>				
			Actual	
			Actual	
			Actual	
			Actual	

**NOTES:**

- List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
- If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

---

EXHIBIT 10-H2 COST PROPOSAL

---


**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
6. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Mahvash Harms Title \*: Vice President  
Signature:  Date of Certification (mm/dd/yyyy): 1/13/2025  
Email: mharms@biggscardosa.com Phone Number: 408.550-8528

\* An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

On-Call Structural Engineering

**COST PROPOSAL 2**  
**SPECIFIC RATE OF COMPENSATION**

Consultant Crawford & Associates, Inc.

☐ Prime Consultant

☒ Subconsultant

☐ 2nd Tier Subconsultant

Humboldt County On-Call Design Engineering and/or  
Project Environmental Services

Project No. Various

Contract Amount \$ TBD

Date 1/16/2025

For Combined Rate	Fringe Benefit %		Overhead %		General & Administrative		Combined ICR%			
	76.88%	+	126.37%	+	20.00%	=	223.25%			
Fee = 10%										
BILLING INFORMATION				CALCULATION INFORMATION						
Name/Job Title/Classification	Loaded Hourly Billing Rates			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate <sup>1</sup>	% Escalation Increase	Hourly Range - for Classifications Only		
	Straight <sup>3</sup>	OT(1.5x)	OT(2x)	From	To					
Benjamin Crawford *	\$280.90	N/A	N/A	1/1/25	12/31/25	\$79.00		Not Applicable		
Principal	\$294.95	N/A	N/A	1/1/26	12/31/26	\$82.95	5.0%			
	\$309.71	N/A	N/A	1/1/27	12/31/27	\$87.10	5.0%			
	\$325.21	N/A	N/A	1/1/28	12/31/28	\$91.46	5.0%			
(Exempt, Non-Prevailing Wage)	\$341.46	N/A	N/A	1/1/29	12/31/29	\$96.03	5.0%			
Eric Nichols *	\$240.33	N/A	N/A	1/1/25	12/31/25	\$67.59		Not Applicable		
Principal	\$252.35	N/A	N/A	1/1/26	12/31/26	\$70.97	5.0%			
	\$264.97	N/A	N/A	1/1/27	12/31/27	\$74.52	5.0%			
	\$278.24	N/A	N/A	1/1/28	12/31/28	\$78.25	5.0%			
(Exempt, Non-Prevailing Wage)	\$292.14	N/A	N/A	1/1/29	12/31/29	\$82.16	5.0%			
Shawn Leyva *	\$220.46	N/A	N/A	1/1/25	12/31/25	\$62.00		Not Applicable		
Principal	\$231.48	N/A	N/A	1/1/26	12/31/26	\$65.10	5.0%			
	\$243.07	N/A	N/A	1/1/27	12/31/27	\$68.36	5.0%			
	\$255.23	N/A	N/A	1/1/28	12/31/28	\$71.78	5.0%			
(Exempt, Non-Prevailing Wage)	\$268.00	N/A	N/A	1/1/29	12/31/29	\$75.37	5.0%			
Chris Trumbull *	\$265.51	N/A	N/A	1/1/25	12/31/25	\$74.67		Not Applicable		
Senior Project Manager	\$278.77	N/A	N/A	1/1/26	12/31/26	\$78.40	5.0%			
	\$292.71	N/A	N/A	1/1/27	12/31/27	\$82.32	5.0%			
	\$307.36	N/A	N/A	1/1/28	12/31/28	\$86.44	5.0%			
(Exempt, Non-Prevailing Wage)	\$322.72	N/A	N/A	1/1/29	12/31/29	\$90.76	5.0%			
Rob Hill *	\$242.75	N/A	N/A	1/1/25	12/31/25	\$68.27		Not Applicable		
Construction Services Director	\$254.89	N/A	N/A	1/1/26	12/31/26	\$71.68	5.0%			
	\$267.63	N/A	N/A	1/1/27	12/31/27	\$75.27	5.0%			
	\$281.01	N/A	N/A	1/1/28	12/31/28	\$79.03	5.0%			
	\$295.07	N/A	N/A	1/1/29	12/31/29	\$82.98	5.0%			
Senior Project Manager	\$256.44	N/A	N/A	1/1/25	12/31/25	\$72.12		\$68.23	-	\$76.00
TBD	\$269.28	N/A	N/A	1/1/26	12/31/26	\$75.73	5.0%	\$71.64	-	\$79.80
	\$282.75	N/A	N/A	1/1/27	12/31/27	\$79.52	5.0%	\$75.22	-	\$83.79
	\$296.91	N/A	N/A	1/1/28	12/31/28	\$83.50	5.0%	\$78.98	-	\$87.98
(Exempt, Non-Prevailing Wage)	\$311.77	N/A	N/A	1/1/29	12/31/29	\$87.68	5.0%	\$82.93	-	\$92.38
Project Manager II	\$239.34	N/A	N/A	1/1/25	12/31/25	\$67.31		\$63.15	-	\$71.47
TBD	\$251.32	N/A	N/A	1/1/26	12/31/26	\$70.68	5.0%	\$66.31	-	\$75.04
	\$263.87	N/A	N/A	1/1/27	12/31/27	\$74.21	5.0%	\$69.62	-	\$78.80
	\$277.06	N/A	N/A	1/1/28	12/31/28	\$77.92	5.0%	\$73.10	-	\$82.74
(Exempt, Non-Prevailing Wage)	\$290.93	N/A	N/A	1/1/29	12/31/29	\$81.82	5.0%	\$76.76	-	\$86.87
Project Manager I	\$213.70	N/A	N/A	1/1/25	12/31/25	\$60.10		\$56.00	-	\$64.20
TBD	\$224.40	N/A	N/A	1/1/26	12/31/26	\$63.11	5.0%	\$58.80	-	\$67.41
	\$235.64	N/A	N/A	1/1/27	12/31/27	\$66.27	5.0%	\$61.74	-	\$70.78
	\$247.41	N/A	N/A	1/1/28	12/31/28	\$69.58	5.0%	\$64.83	-	\$74.32
(Exempt, Non-Prevailing Wage)	\$259.78	N/A	N/A	1/1/29	12/31/29	\$73.06	5.0%	\$68.07	-	\$78.04
Senior Engineer / Geologist	\$175.23	\$199.87	\$224.51	1/1/25	12/31/25	\$49.28		\$42.56	-	\$56.00
TBD	\$183.97	\$209.84	\$235.71	1/1/26	12/31/26	\$51.74	5.0%	\$44.69	-	\$58.80
	\$193.18	\$220.35	\$247.51	1/1/27	12/31/27	\$54.33	5.0%	\$46.92	-	\$61.74
	\$202.86	\$231.38	\$259.91	1/1/28	12/31/28	\$57.05	5.0%	\$49.27	-	\$64.83
(Non-Exempt, Non-Prevailing Wage)	\$212.99	\$242.94	\$272.89	1/1/29	12/31/29	\$59.90	5.0%	\$51.73	-	\$68.07
Project Engineer II / Geologist II	\$153.86	\$175.49	\$197.13	1/1/25	12/31/25	\$43.27		\$37.84	-	\$48.70
TBD	\$161.54	\$184.25	\$206.97	1/1/26	12/31/26	\$45.43	5.0%	\$39.73	-	\$51.14
	\$169.61	\$193.46	\$217.31	1/1/27	12/31/27	\$47.70	5.0%	\$41.72	-	\$53.69
	\$178.11	\$203.15	\$228.20	1/1/28	12/31/28	\$50.09	5.0%	\$43.80	-	\$56.38
(Exempt, Non-Prevailing Wage)	\$187.00	\$213.29	\$239.59	1/1/29	12/31/29	\$52.69	5.0%	\$45.99	-	\$59.20
Project Engineer I / Geologist I	\$136.75	\$155.98	\$175.21	1/1/25	12/31/25	\$38.46		\$33.10	-	\$43.82
TBD	\$143.58	\$163.77	\$183.96	1/1/26	12/31/26	\$40.38	5.0%	\$34.76	-	\$46.01
	\$150.76	\$171.96	\$193.16	1/1/27	12/31/27	\$42.40	5.0%	\$36.49	-	\$48.31
	\$158.30	\$180.56	\$202.82	1/1/28	12/31/28	\$44.52	5.0%	\$38.32	-	\$50.73
(Exempt, Non-Prevailing Wage)	\$166.23	\$189.61	\$212.98	1/1/29	12/31/29	\$46.75	5.0%	\$40.23	-	\$53.26
Staff Engineer / Geologist	\$115.42	\$131.65	\$147.88	1/1/25	12/31/25	\$32.46		\$27.92	-	\$37.00
TBD	\$121.18	\$138.22	\$155.26	1/1/26	12/31/26	\$34.08	5.0%	\$29.32	-	\$38.85
	\$127.22	\$145.11	\$163.00	1/1/27	12/31/27	\$35.78	5.0%	\$30.78	-	\$40.79
	\$133.59	\$152.37	\$171.16	1/1/28	12/31/28	\$37.57	5.0%	\$32.32	-	\$42.83
(Exempt, Non-Prevailing Wage)	\$140.27	\$160.00	\$179.72	1/1/29	12/31/29	\$39.45	5.0%	\$33.94	-	\$44.97
Drafter	\$126.23	\$143.98	\$161.73	1/1/25	12/31/25	\$35.50		\$33.00	-	\$38.00
TBD	\$132.56	\$151.20	\$169.84	1/1/26	12/31/26	\$37.28	5.0%	\$34.65	-	\$39.90
	\$139.17	\$158.74	\$178.31	1/1/27	12/31/27	\$39.14	5.0%	\$36.38	-	\$41.90
	\$146.14	\$166.69	\$187.24	1/1/28	12/31/28	\$41.10	5.0%	\$38.20	-	\$43.99
(Non-Exempt, Non-Prevailing Wage)	\$153.47	\$175.05	\$196.63	1/1/29	12/31/29	\$43.16	5.0%	\$40.11	-	\$46.19
Project Coordinator	\$138.67	\$158.17	\$177.67	1/1/25	12/31/25	\$39.00		\$35.50	-	\$42.50
TBD	\$145.61	\$166.08	\$186.56	1/1/26	12/31/26	\$40.95	5.0%	\$37.28	-	\$44.63
	\$152.90	\$174.40	\$195.90	1/1/27	12/31/27	\$43.00	5.0%	\$39.14	-	\$46.86
	\$160.54	\$183.12	\$205.69	1/1/28	12/31/28	\$45.15	5.0%	\$41.10	-	\$49.20
(Non-Exempt, Non-Prevailing Wage)	\$168.58	\$192.28	\$215.99	1/1/29	12/31/29	\$47.41	5.0%	\$43.15	-	\$51.66
Administrative Assistant	\$111.12	\$126.74	\$142.37	1/1/25	12/31/25	\$31.25		\$27.50	-	\$35.00
TBD	\$116.66	\$133.07	\$149.47	1/1/26	12/31/26	\$32.81	5.0%	\$28.88	-	\$36.75
	\$122.50	\$139.72	\$156.95	1/1/27	12/31/27	\$34.45	5.0%	\$30.32	-	\$38.59
	\$128.61	\$146.70	\$164.78	1/1/28	12/31/28	\$36.17	5.0%	\$31.83	-	\$40.52
(Non-Exempt, Non-Prevailing Wage)	\$135.05	\$154.04	\$173.03	1/1/29	12/31/29	\$37.98	5.0%	\$33.43	-	\$42.54

**COST PROPOSAL 2**  
SPECIFIC RATE OF COMPENSATION

Consultant Crawford & Associates, Inc.

Special Inspector TBD	\$135.12 \$141.87 \$148.97 \$156.42	\$154.12 \$161.82 \$169.92 \$178.41	\$173.12 \$181.77 \$190.86 \$200.41	1/1/25 1/1/26 1/1/27 1/1/28	12/31/25 12/31/26 12/31/27 12/31/28	\$38.00 \$39.90 \$41.90 \$43.99		\$34.50 \$36.23 \$38.04 \$39.94	- - - -	\$41.50 \$43.58 \$45.75 \$48.04
(Non-Exempt, Non-Prevailing Wage)	\$164.24	\$187.33	\$210.43	1/1/29	12/31/29	\$46.19	5.0%	\$41.93	-	\$50.44
Senior Technician TBD	\$119.12 \$125.09 \$131.35 \$137.93	\$135.87 \$142.68 \$149.82 \$157.32	\$152.62 \$160.27 \$168.29 \$176.72	1/1/25 1/1/26 1/1/27 1/1/28	12/31/25 12/31/26 12/31/27 12/31/28	\$33.50 \$35.18 \$36.94 \$38.79		\$30.00 \$31.50 \$33.08 \$34.73	- - - -	\$37.00 \$38.85 \$40.79 \$42.83
(Non-Exempt, Non-Prevailing Wage)	\$144.83	\$165.19	\$185.56	1/1/29	12/31/29	\$40.73	5.0%	\$36.47	-	\$44.97
Staff Technician TBD	\$108.45 \$113.89 \$119.58 \$125.55	\$123.70 \$129.91 \$136.39 \$143.21	\$138.95 \$145.92 \$153.21 \$160.86	1/1/25 1/1/26 1/1/27 1/1/28	12/31/25 12/31/26 12/31/27 12/31/28	\$30.50 \$32.03 \$33.63 \$35.31		\$26.00 \$27.30 \$28.67 \$30.10	- - - -	\$35.00 \$36.75 \$38.59 \$40.52
(Non-Exempt, Non-Prevailing Wage)	\$131.85	\$150.39	\$168.93	1/1/29	12/31/29	\$37.08	5.0%	\$31.60	-	\$42.54
Special Inspector I ** Group 1 TBD	\$206.23 \$216.55 \$227.37 \$238.74	\$235.23 \$247.00 \$259.34 \$272.31	\$264.23 \$277.45 \$291.32 \$305.88	1/1/25 1/1/26 1/1/27 1/1/28	12/31/25 12/31/26 12/31/27 12/31/28	\$58.00 \$60.90 \$63.95 \$67.14		\$52.00 \$54.60 \$57.33 \$60.20	- - - -	\$64.00 \$67.20 \$70.56 \$74.09
(Non-Exempt, Prevailing Wage)	\$250.68	\$285.93	\$321.18	1/1/29	12/31/29	\$70.50	5.0%	\$63.21	-	\$77.79
Special Inspector II ** Group 2 TBD	\$191.12 \$200.68 \$210.71 \$221.25	\$218.00 \$228.90 \$240.34 \$252.36	\$244.87 \$257.12 \$269.97 \$283.47	1/1/25 1/1/26 1/1/27 1/1/28	12/31/25 12/31/26 12/31/27 12/31/28	\$53.75 \$56.44 \$59.26 \$62.22		\$52.00 \$54.60 \$57.33 \$60.20	- - - -	\$55.50 \$58.28 \$61.19 \$64.25
(Non-Exempt, Prevailing Wage)	\$232.31	\$264.98	\$297.64	1/1/29	12/31/29	\$65.33	5.0%	\$63.21	-	\$67.46
Laborer Technician ** Group 2 and 3 TBD	\$137.79 \$144.68 \$151.90 \$159.51	\$157.16 \$165.03 \$173.26 \$181.94	\$176.54 \$185.37 \$194.62 \$204.37	1/1/25 1/1/26 1/1/27 1/1/28	12/31/25 12/31/26 12/31/27 12/31/28	\$38.75 \$40.69 \$42.72 \$44.86		\$35.50 \$37.28 \$39.14 \$41.10	- - - -	\$42.00 \$44.10 \$46.31 \$48.62
(Non-Exempt, Prevailing Wage)	\$167.48	\$191.03	\$214.58	1/1/29	12/31/29	\$47.10	5.0%	\$43.15	-	\$51.05
Soils/Asphalt Technician ** Group 3 TBD	\$182.23 \$191.33 \$200.90 \$210.96	\$207.86 \$218.24 \$229.15 \$240.63	\$233.48 \$245.14 \$257.40 \$270.29	1/1/25 1/1/26 1/1/27 1/1/28	12/31/25 12/31/26 12/31/27 12/31/28	\$51.25 \$53.81 \$56.50 \$59.33		\$47.50 \$49.88 \$52.37 \$54.99	- - - -	\$55.00 \$57.75 \$60.64 \$63.67
(Non-Exempt, Prevailing Wage)	\$221.52	\$252.67	\$283.82	1/1/29	12/31/29	\$62.30	5.0%	\$57.74	-	\$66.85
Concrete Technician ** Group 4 TBD	\$167.12 \$175.48 \$184.26 \$193.47	\$190.62 \$200.15 \$210.17 \$220.67	\$214.12 \$224.83 \$236.08 \$247.88	1/1/25 1/1/26 1/1/27 1/1/28	12/31/25 12/31/26 12/31/27 12/31/28	\$47.00 \$49.35 \$51.82 \$54.41		\$40.00 \$42.00 \$44.10 \$46.31	- - - -	\$54.00 \$56.70 \$59.54 \$62.51
(Non-Exempt, Prevailing Wage)	\$203.14	\$231.70	\$260.27	1/1/29	12/31/29	\$57.13	5.0%	\$48.62	-	\$56.64

Page 2 of 4

(\*) Indicates Key Staff  
(\*\*) Indicates Prevailing Wage Classifications

## SCHEDULE OF OTHER DIRECT COSTS

Consultant Crawford & Associates, Inc.☐ Prime Consultant☒ Sub ConsultantProject Humboldt County On-Call Design Engineering and/or Environmental ServicesDate 12/16/2024

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	TBD	Mile	IRS Rate	Actual Cost
Vehicle Charge	TBD	Day	\$25.00	Actual Cost
Per Diem (Lodging)	TBD	Day	GSA Daily Rate	Actual Cost
Per Diem (Meals)	TBD	Day	GSA Daily Rate	Actual Cost
Permit Fees	TBD	At Cost	TBD	Actual Cost
Traffic Control - Major (DBE)	TBD	At Cost	TBD	Actual Cost
Traffic Control - Minor (DBE)	TBD	At Cost	TBD	Actual Cost
Traffic Control - Major (Non-DBE, PW)	TBD	Day	\$2,500.00	Actual Cost
Traffic Control - Major (Non-DBE, Non-PW)	TBD	Day	\$1,700.00	Actual Cost
Traffic Control Sign Board	TBD	Day	\$650.00	Actual Cost
Traffic Control Equipment (Shoulder signs, cones, etc.)	TBD	Day	\$200.00	Actual Cost
Drilling Rig & Crew	TBD	At Cost	TBD	Actual Cost
Core Machine with Generator	TBD	Day	\$2,600.00	Actual Cost
Core Machine Bt	TBD	Each	\$3.00	Actual Cost
Core Boxes	TBD	Each	\$17.25	Actual Cost
Hot Mix Asphalt Patching (First)	TBD	First	\$1,000.00	Actual Cost
Hot Mix Asphalt Patching (2 or more)	TBD	Each After	\$500.00	Actual Cost
Wildcat DCP Equipment	TBD	Day	\$750.00	Actual Cost
Wildcat DCP Tips	TBD	Each	\$20.00	Actual Cost
Seismic Refraction	TBD	Day	\$1,300.00	Actual Cost
Survey Equipment	TBD	Day	\$150.00	Actual Cost
Percolation Equipment	TBD	Day	\$200.00	Actual Cost
Hand Auger	TBD	Day	\$200.00	Actual Cost
Backfill	TBD	Bag	\$8.00	Actual Cost
Steel Liners	TBD	Each	\$10.00	Actual Cost
Nuclear Density Tests	TBD	Each	\$10.00	Actual Cost
Concrete Equipment - CT 539/ASTMC172, CT556/ASTM C143, CT540/ASTMC31, CT 551/ASTM C1064	TBD	Per Pour	\$65.00	Actual Cost
#200 Wash - ASTM D1140	TBD	Each	\$120.00	Actual Cost
Sieve Analysis - ASTM D6913	TBD	Each	\$160.00	Actual Cost
Mass Grain Size (Scour) - ASTM D6913	TBD	Each	\$2,200.00	Actual Cost
Grain Size with Hydrometer - ASTM D422	TBD	Each	\$245.00	Actual Cost
Grain Size Analysis - CT 202	TBD	Each	\$210.00	Actual Cost
Hydrometer Analysis - ASTM D422	TBD	Each	\$210.00	Actual Cost
Moisture & Density - ASTM D2216, D7263	TBD	Each	\$80.00	Actual Cost
Moisture Content - ASTM D2216, CT 226	TBD	Each	\$55.00	Actual Cost
Non-Plastic Index Result - ASTM D4318	TBD	Each	\$125.00	Actual Cost
Plasticity Index - ASTM D4318/ D2487, CT 204	TBD	Each	\$260.00	Actual Cost
Landscape Suitability	TBD	Each	\$125.00	Actual Cost
California Impact - CT 216	TBD	Each	\$350.00	Actual Cost
Compaction Curve (4" Mold) - ASTM D698/ D1557	TBD	Each	\$455.00	Actual Cost
Compaction Curve (6" Mold) - ASTM D698/ D1557	TBD	Each	\$510.00	Actual Cost
Compaction Curve Checkpoint (4" Mold) - ASTM D698/ D1557	TBD	Each	\$125.00	Actual Cost
Compaction Curve Checkpoint (6" Mold) - ASTM D698/ D1557	TBD	Each	\$125.00	Actual Cost
Compression (Rock) - ASTM 7012	TBD	Each	\$275.00	Actual Cost
Compressive Strength of Cylinders (6x12) - ASTM CT 39	TBD	Each	\$40.00	Actual Cost
Compressive Strength of Cylinders (4x8) - ASTM CT 39	TBD	Each	\$37.00	Actual Cost
Direct Shear (CD 3pt) Peak Only - ASTM D3080	TBD	Each	\$500.00	Actual Cost
Point Load (Rock) - ASTM D5731	TBD	Each	\$65.00	Actual Cost
Resistance Value (R-Value) - ASTM D2844, CT 301	TBD	Each	\$450.00	Actual Cost
Triaxial Shear-UU - ASTM D2850	TBD	Each	\$175.00	Actual Cost
Triaxial Staged-UU - ASTM D2850	TBD	Each	\$290.00	Actual Cost
Unconfined Compression (Rock) - ASTM D2166	TBD	Each	\$230.00	Actual Cost
Unconfined Compression (Soil) - ASTM D2166	TBD	Each	\$180.00	Actual Cost
1-D Consolidation - ASTM D2435	TBD	Each	\$400.00	Actual Cost
1-D Consolidation (Time Rate) / Per Point - ASTM D2435	TBD	Each	\$100.00	Actual Cost
Expansion Index - ASTM D4829	TBD	Each	\$275.00	Actual Cost
Corrosivity Testing (pH, Resistivity, Sulfate, Chloride) - CT 417, 422, 643	TBD	Each	\$240.00	Actual Cost
Corrosivity with Redox (pH, Resistivity, Sulfate, Chloride, Redox) - CT 417, 422, 643/ASTM G200M	TBD	Each	\$350.00	Actual Cost
Asphalt Ignition Calibration - CT 382	TBD	Each	\$460.00	Actual Cost
Cleaness Value - CT 227	TBD	Each	\$270.00	Actual Cost
Percent Asphalt Ignition Oven - CT 382	TBD	Each	\$150.00	Actual Cost
Sand Equivalent - CT 217	TBD	Each	\$135.00	Actual Cost
Stabilometer Value - CT 366	TBD	Each	\$225.00	Actual Cost
Theoretical Maximum Specific Gravity/Density - CT 309	TBD	Each	\$225.00	Actual Cost
Mix Design - ASTM D1557, D1633	TBD	Each	\$2,000.00	Actual Cost
EZ Frisk Software Use	TBD	Per Location	\$2,250.00	Actual Cost
Subconsultant 1:				\$ -

## NOTES:

- List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
- Proposed ODC items should be consistently billed regardless of client and contract type.
- Items when incurred for the same purpose, in the circumstance, should not be included in any indirect cost pool or in the overhead rate.
- Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
- Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
- Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
- If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
- If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
- The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
- Add additional pages if necessary.
- Subconsultants must provide their own cost proposals.

### CERTIFICATION OF DIRECT COSTS

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. [Title 23 United States Code Section 112](#) - Letting of Contracts
10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Services
12. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Benjamin D. Crawford

Title \*: President

Signature: 

Date of Certification (mm/dd/yyyy): 1/16/2025

Email: [ben.crawford@crawford-inc.com](mailto:ben.crawford@crawford-inc.com)

Phone Number: (916) 455-4225

Address: Crawford & Associates, Inc., 4701 Freeport Blvd., Sacramento, CA 95822

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

**Design Engineering and/or Environmental Services**



## SCHEDULE OF OTHER DIRECT COSTS

Consultant Crawford &amp; Associates, Inc.

☐ Prime Consultant☒ Sub Consultant

Project Humboldt County On-Call Design Engineering and/or Environmental Services

Date 1/16/2025

Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	TBD	Mile	IRS Rate	Actual Cost
Vehicle Charge	TBD	Day	\$25.00	Actual Cost
Per Diem (Lodging)	TBD	Day	GSA Daily Rate	Actual Cost
Per Diem (Meals)	TBD	Day	GSA Daily Rate	Actual Cost
Permit Fees	TBD	At Cost	TBD	Actual Cost
Traffic Control - Major (DBE)	TBD	At Cost	TBD	Actual Cost
Traffic Control - Minor (DBE)	TBD	At Cost	TBD	Actual Cost
Traffic Control - Major (Non-DBE, PW)	TBD	Day	\$2,500.00	Actual Cost
Traffic Control - Major (Non-DBE, Non-PW)	TBD	Day	\$1,700.00	Actual Cost
Traffic Control Sign Board	TBD	Day	\$650.00	Actual Cost
Traffic Control Equipment (Shoulder signs, cones, etc.)	TBD	Day	\$200.00	Actual Cost
Drilling Rig & Crew	TBD	At Cost	TBD	Actual Cost
Core Machine with Generator	TBD	Day	\$2,600.00	Actual Cost
Core Machine Bit	TBD	Each	\$3.00	Actual Cost
Core Boxes	TBD	Each	\$17.25	Actual Cost
Hot Mix Asphalt Patching (First)	TBD	First	\$1,000.00	Actual Cost
Hot Mix Asphalt Patching (2 or more)	TBD	Each After	\$500.00	Actual Cost
Wildcat DCP Equipment	TBD	Day	\$750.00	Actual Cost
Wildcat DCP Tips	TBD	Each	\$20.00	Actual Cost
Seismic Refraction	TBD	Day	\$1,300.00	Actual Cost
Survey Equipment	TBD	Day	\$150.00	Actual Cost
Percolation Equipment	TBD	Day	\$200.00	Actual Cost
Hand Auger	TBD	Day	\$200.00	Actual Cost
Backfill	TBD	Bag	\$8.00	Actual Cost
Steel Liners	TBD	Each	\$10.00	Actual Cost
Nuclear Density Tests	TBD	Each	\$10.00	Actual Cost
Concrete Equipment - CT 539/ASTMC172, GT556/ASTM C143, CT540/ASTMC31, CT 551/ASTM C1064	TBD	Per Pour	\$65.00	Actual Cost
#200 Wash - ASTM D1140	TBD	Each	\$120.00	Actual Cost
Sieve Analysis - ASTM D6913	TBD	Each	\$160.00	Actual Cost
Mass Grain Size (Scour) - ASTM D6913	TBD	Each	\$2,200.00	Actual Cost
Grain Size with Hydrometer - ASTM D422	TBD	Each	\$245.00	Actual Cost
Grain Size Analysis - CT 202	TBD	Each	\$210.00	Actual Cost
Hydrometer Analysis - ASTM D422	TBD	Each	\$210.00	Actual Cost
Moisture & Density - ASTM D2216, D7263	TBD	Each	\$80.00	Actual Cost
Moisture Content - ASTM D2216, CT 226	TBD	Each	\$65.00	Actual Cost
Non-Plastic Index Result - ASTM D4318	TBD	Each	\$125.00	Actual Cost
Plasticity Index - ASTM D4318/D2487, CT 204	TBD	Each	\$250.00	Actual Cost
Landscape Suitability	TBD	Each	\$125.00	Actual Cost
California Impact - CT 216	TBD	Each	\$350.00	Actual Cost
Compaction Curve (4" Mold) - ASTM D698/ D1557	TBD	Each	\$455.00	Actual Cost
Compaction Curve (6" Mold) - ASTM D698/ D1557	TBD	Each	\$510.00	Actual Cost
Compaction Curve Checkpoint (4" Mold) - ASTM D698/ D1557	TBD	Each	\$125.00	Actual Cost
Compaction Curve Checkpoint (6" Mold) - ASTM D698/ D1557	TBD	Each	\$125.00	Actual Cost
Compression (Rock) - ASTM 7012	TBD	Each	\$275.00	Actual Cost
Compressive Strength of Cylinders (6x12) - ASTM CT 39	TBD	Each	\$40.00	Actual Cost
Compressive Strength of Cylinders (4x8) - ASTM CT 39	TBD	Each	\$37.00	Actual Cost
Direct Shear (CD 3pt) Peak Only - ASTM D3080	TBD	Each	\$500.00	Actual Cost
Point Load (Rock) - ASTM D5731	TBD	Each	\$65.00	Actual Cost
Resistance Value (R-Value) - ASTM D2844, CT 301	TBD	Each	\$450.00	Actual Cost
Triaxial Shear-UU - ASTM D2850	TBD	Each	\$175.00	Actual Cost
Triaxial Staged-UU - ASTM D2850	TBD	Each	\$290.00	Actual Cost
Unconfined Compression (Rock) - ASTM D2168	TBD	Each	\$230.00	Actual Cost
Unconfined Compression (Soft) - ASTM D2166	TBD	Each	\$180.00	Actual Cost
1-D Consolidation - ASTM D2435	TBD	Each	\$400.00	Actual Cost
1-D Consolidation (Time Rate) / Per Point - ASTM D2435	TBD	Each	\$100.00	Actual Cost
Expansion Index - ASTM D4829	TBD	Each	\$275.00	Actual Cost
Corrosivity Testing (pH, Resistivity, Sulfate, Chloride) - CT 417, 422, 643	TBD	Each	\$240.00	Actual Cost
Corrosivity with Redox (pH, Resistivity, Sulfate, Chloride, Redox) - CT 417, 422, 643/ASTM G200M	TBD	Each	\$350.00	Actual Cost
Asphalt Ignition Calibration - CT 382	TBD	Each	\$460.00	Actual Cost
Cleaness Value - CT 227	TBD	Each	\$270.00	Actual Cost
Percent Asphalt Ignition Oven - CT 382	TBD	Each	\$150.00	Actual Cost
Sand Equivalent - CT 217	TBD	Each	\$135.00	Actual Cost
Slabometer Value - CT 366	TBD	Each	\$225.00	Actual Cost
Theoretical Maximum Specific Gravity/Density - CT 309	TBD	Each	\$225.00	Actual Cost
Max Design - ASTM D1557, D1633	TBD	Each	\$2,000.00	Actual Cost
EZ Frisk Software Use	TBD	Per Location	\$2,250.00	Actual Cost
Subconsultant 1:				\$ -

## NOTES:

1. List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

**CERTIFICATION OF DIRECT COSTS**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. [Title 23 United States Code Section 112](#) - Letting of Contracts
10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Services
12. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**Name: Benjamin D. CrawfordTitle \*: PresidentSignature: Date of Certification (mm/dd/yyyy): 1/16/2025Email: [ben.crawford@crawford-inc.com](mailto:ben.crawford@crawford-inc.com)Phone Number: (916) 455-4225Address: Crawford & Associates, Inc., 4701 Freeport Blvd., Sacramento, CA 95822

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

**Design Engineering and/or Environmental Services**

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
 SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant DZC Archaeology & CR Consulting, LLC☐ Prime Consultant☒ Subconsultant☐ 2nd Tier SubconsultantProject No. DPW2024-005Contract No. TBDParticipation Amount \$ TBDDate January 21, 2025

For Combined Rate

Fringe Benefit 30.3% + General &amp; Administrative 109.7%

=

**140.00%** Combined ICR %

OR

For Home Office Rate

Fringe Benefit % + General &amp; Administrative %

=

Home Office ICR %

FEE

=

**20%**

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg. Hourly Rate <sup>3</sup>	% or \$ Increase	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To			
Dimitra Zalarvis- - Principal Archaeologist	<b>\$129.60</b>	\$194.40	\$259.20	7/1/2025	6/30/2026	<b>\$45.00</b>	0.00%	
	<b>\$134.14</b>	\$201.20	\$268.27	7/1/2026	6/30/2027	\$46.58	5.00%	
	<b>\$138.83</b>	\$208.25	\$277.66	7/1/2027	6/30/2028	\$48.21	5.00%	
	<b>\$143.69</b>	\$215.53	\$287.38	7/1/2028	6/30/2029	\$49.89	5.00%	
	<b>\$148.72</b>	\$223.08	\$297.44	7/1/2029	6/30/2030	\$51.64	5.00%	
E. Hemphill Hailey - Sr. Technical Editor	<b>\$100.80</b>	\$151.20	\$201.60	7/1/2025	6/30/2026	<b>\$35.00</b>	0.00%	
	<b>\$104.33</b>	\$156.49	\$208.66	7/1/2026	6/30/2027	\$36.23	5.00%	
	<b>\$107.98</b>	\$161.97	\$215.96	7/1/2027	6/30/2028	\$37.49	5.00%	
	<b>\$111.76</b>	\$167.64	\$223.52	7/1/2028	6/30/2029	\$38.81	5.00%	
	<b>\$115.67</b>	\$173.51	\$231.34	7/1/2029	6/30/2030	\$40.16	5.00%	
T. Ross A. Odello - Staff Archaeologist - Sr	<b>\$92.16</b>	\$138.24	\$184.32	7/1/2025	6/30/2026	<b>\$32.00</b>	0.00%	
	<b>\$95.39</b>	\$143.08	\$190.77	7/1/2026	6/30/2027	\$33.12	5.00%	
	<b>\$98.72</b>	\$148.09	\$197.45	7/1/2027	6/30/2028	\$34.28	5.00%	
	<b>\$102.18</b>	\$153.27	\$204.36	7/1/2028	6/30/2029	\$35.48	5.00%	
	<b>\$105.76</b>	\$158.63	\$211.51	7/1/2029	6/30/2030	\$36.72	5.00%	
E. Webster T. Campbell - Staff Archaeologist - Jr	<b>\$72.00</b>	\$108.00	\$144.00	7/1/2025	6/30/2026	<b>\$25.00</b>	0.00%	
	<b>\$74.52</b>	\$111.78	\$149.04	7/1/2026	6/30/2027	\$25.88	5.00%	
	<b>\$77.13</b>	\$115.69	\$154.26	7/1/2027	6/30/2028	\$26.78	5.00%	
	<b>\$79.83</b>	\$119.74	\$159.66	7/1/2028	6/30/2029	\$27.72	5.00%	
	<b>\$82.62</b>	\$123.93	\$165.24	7/1/2029	6/30/2030	\$28.69	5.00%	
D.B Powell - GIS Specialist	<b>\$100.80</b>	\$151.20	\$201.60	7/1/2025	6/30/2026	<b>\$35.00</b>	0.00%	
	<b>\$104.33</b>	\$156.49	\$208.66	7/1/2026	6/30/2027	\$36.23	5.00%	
	<b>\$107.98</b>	\$161.97	\$215.96	7/1/2027	6/30/2028	\$37.49	5.00%	
	<b>\$111.76</b>	\$167.64	\$223.52	7/1/2028	6/30/2029	\$38.81	5.00%	
	<b>\$115.67</b>	\$173.51	\$231.34	7/1/2029	6/30/2030	\$40.16	5.00%	

(Add pages as necessary)

## NOTES:

1. Key Personnel must be marked with an asterisk (\*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (\*\*). with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The Cost proposal format shall not be amended.
3. Billing rate = actual hourly rate \* (1+ICR) \* (1+Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognized agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

## EXHIBIT 10-H2 COST PROPOSAL Form 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)Consultant DZC Archaeology & CR Consulting, LLC ☒ Prime Consultant ☐ SubconsultantProject No. TBD Contract No. TBD Date 

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Cost	1.00	mile	\$ 0.700	\$ \$0.70
Equipment Rental and Supplies			\$ at cost	\$
Permit Fees			\$ N/A	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle	1.00	day	\$ 75.00	\$ \$75.00
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Add Additional pages if necessary.

## NOTES:

1. List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentations.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.

7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is their standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

## EXHIBIT 10-H2 COST PROPOSAL Form 3 of 3

**Certification of Direct Costs:**


I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. [Title 23 United States Code Section 112](#) - Letting of Contracts
10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
12. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Dimitra Zalarvis-Chase Title\*: Owner, Principal Investigator

Signature:  Date of Certification (12/20/2023): 2/4/25

Email: [dimitra@dzcarc.com](mailto:dimitra@dzcarc.com) Phone Number: 707-599-9842

Address: 2370 Lindstrom Ave, Fairhaven, CA 95564

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Environmental Consulting, specifically regarding cultural, tribal, and historic resources

**Cost Proposal 2**  
**Specific Rate of Compensation (On-Call or As-Needed Contracts)**

Note: Mark-ups are Not Allowed

Consultant: Monument ROW

☐ Prime Consultant    ☒ Subconsultant    ☐ 2nd Tier Subconsultant

Project DPW2024-005

Contract No. TBD

Participation Amount \$ TBD

Date: 1/16/25

For Combined Rate

Fringe Benefit XX.XX% + General & Administrative XX.XX% = Combined 101.30%

For Home Office Rate

Fringe Benefit \_\_\_\_% + General & Administrative \_\_\_\_% = Home Office \_\_\_\_%

For Field Office Rate

Fringe Benefit \_\_\_\_% + General & Administrative \_\_\_\_% = Field Office \_\_\_\_%

Fee = 10%

**BILLING INFORMATION**

**CALCULATION INFORMATION**

Name/Classification	Loaded Hourly Billing Rates		Effective Date of Rate		% Escalation Increase	Actual Hourly Rate and/or Average Hourly Rate	Hourly Range for Class
	Straight	Overtime	From	To			
ROW Principal	\$ 246.74	N/A	1/1/25	12/31/25		\$ 111.43	\$ 108.00 - \$ 165.00
	\$ 259.08	N/A	1/1/26	12/31/26	5.00%	\$ 117.00	\$ 113.40 - \$ 173.25
	\$ 272.03	N/A	1/1/27	12/31/27	5.00%	\$ 122.85	\$ 119.07 - \$ 181.91
	\$ 285.63	N/A	1/1/28	12/31/28	5.00%	\$ 128.99	\$ 125.02 - \$ 191.01
	\$ 299.91	N/A	1/1/29	12/31/29	5.00%	\$ 135.44	\$ 131.27 - \$ 200.56
Senior Project Manager	\$ 188.22	N/A	1/1/25	12/31/25		\$ 85.00	\$ 80.00 - \$ 120.00
	\$ 197.63	N/A	1/1/26	12/31/26	5.00%	\$ 89.25	\$ 84.00 - \$ 126.00
	\$ 207.51	N/A	1/1/27	12/31/27	5.00%	\$ 93.71	\$ 88.20 - \$ 132.30
	\$ 217.88	N/A	1/1/28	12/31/28	5.00%	\$ 98.40	\$ 92.61 - \$ 138.92
	\$ 228.78	N/A	1/1/29	12/31/29	5.00%	\$ 103.32	\$ 97.24 - \$ 145.86
Project Manager	\$ 166.07	N/A	1/1/25	12/31/25		\$ 75.00	\$ 65.00 - \$ 100.00
	\$ 174.38	N/A	1/1/26	12/31/26	5.00%	\$ 78.75	\$ 68.25 - \$ 105.00
	\$ 183.09	N/A	1/1/27	12/31/27	5.00%	\$ 82.69	\$ 71.66 - \$ 110.25
	\$ 192.25	N/A	1/1/28	12/31/28	5.00%	\$ 86.82	\$ 75.25 - \$ 115.76
	\$ 201.86	N/A	1/1/29	12/31/29	5.00%	\$ 91.16	\$ 79.01 - \$ 121.55
Senior Agent	\$ 143.93	N/A	1/1/25	12/31/25		\$ 65.00	\$ 50.00 - \$ 85.00
	\$ 151.13	N/A	1/1/26	12/31/26	5.00%	\$ 68.25	\$ 52.50 - \$ 89.25
	\$ 158.68	N/A	1/1/27	12/31/27	5.00%	\$ 71.66	\$ 55.13 - \$ 93.71

Agent	\$ 166.62	N/A	1/1/28	12/31/28	5.00%	\$ 75.25	\$ 57.88 - \$ 98.40
	\$ 174.95	N/A	1/1/29	12/31/29	5.00%	\$ 79.01	\$ 60.78 - \$ 103.32
	\$ 99.64	N/A	1/1/25	12/31/25		\$ 55.00	\$ 35.00 - \$ 65.00
	\$ 104.63	N/A	1/1/26	12/31/26	5.00%	\$ 57.75	\$ 36.75 - \$ 68.25
	\$ 109.86	N/A	1/1/27	12/31/27	5.00%	\$ 60.64	\$ 38.59 - \$ 71.66
	\$ 115.35	N/A	1/1/28	12/31/28	5.00%	\$ 63.67	\$ 40.52 - \$ 75.25
	\$ 121.12	N/A	1/1/29	12/31/29	5.00%	\$ 66.85	\$ 42.54 - \$ 79.01
Professional Staff	\$ 84.14	N/A	1/1/25	12/31/25		\$ 45.00	\$ 30.00 - \$ 60.00
	\$ 88.35	N/A	1/1/26	12/31/26	5.00%	\$ 47.25	\$ 31.50 - \$ 63.00
	\$ 92.77	N/A	1/1/27	12/31/27	5.00%	\$ 49.61	\$ 33.08 - \$ 66.15
	\$ 97.41	N/A	1/1/28	12/31/28	5.00%	\$ 52.09	\$ 34.73 - \$ 69.46
	\$ 102.28	N/A	1/1/29	12/31/29	5.00%	\$ 54.70	\$ 36.47 - \$ 72.93
Admin	\$ 70.86	N/A	1/1/25	12/31/25		\$ 38.00	\$ 25.00 - \$ 50.00
	\$ 74.40	N/A	1/1/26	12/31/26	5.00%	\$ 39.90	\$ 26.25 - \$ 52.50
	\$ 78.12	N/A	1/1/27	12/31/27	5.00%	\$ 41.90	\$ 27.56 - \$ 55.13
	\$ 82.03	N/A	1/1/28	12/31/28	5.00%	\$ 43.99	\$ 28.94 - \$ 57.88
	\$ 86.13	N/A	1/1/29	12/31/29	5.00%	\$ 46.19	\$ 30.39 - \$ 60.78
	\$ -	N/A	1/1/25	12/31/25		\$ -	\$ 30.00 - \$ 52.00
	\$ -	N/A	1/1/26	12/31/26	5.00%	\$ -	
	\$ -	N/A	1/1/27	12/31/27	5.00%	\$ -	
	\$ -	N/A	1/1/28	12/31/28	5.00%	\$ -	
	\$ -	N/A	1/1/29	12/31/29	5.00%	\$ -	

1. Names and classifications of consultant (key staff) team members must be listed. Provide separate sheets for prime and all subconsultant firms.

2. Billing rate = actual hourly rate \* (1+ ICR) \* (1+ Fee). Agreed upon billing rates are not adjustable for the term of contract.

3. For named employees enter the actual hourly rate. For classifications only, enter the average hourly rate for that classification.

Note:

- Denote all employees subject to prevailing wage with an asterisks (\*)
- For "Other Direct Cost" listing, see page 2 of this Exhibit

Consultant: Monument ROW

☐ Prime Consultant

☒ Subconsultant

☐ 2nd Tier Subconsultant

Project No. DPW2024-2025

Contract No. TBD

Date: 1/16/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	TBD		IRS Rate	\$ -
Reproductions (half sheet)	TBD		At Cost	\$ -
Reproductions (whole sheet)	TBD		At Cost	\$ -
Postage/Delivery/Overnight	TBD		At Cost	\$ -
Per Diem	TBD		At Cost	\$ -
Lodging	TBD		At Cost	\$ -
Traffic Control	TBD		At Cost	\$ -
Subconsultant 1:				\$ -
Subconsultant 2:				\$ -
Subconsultant 3:				\$ -
Subconsultant 4:				\$ -
Subconsultant 5:				\$ -

**NOTES:**

1. List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentations.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice)
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.


**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. Title 23 United States Code Section 112 - Letting of Contracts
4. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
5. 23 Code of Federal Regulations Part 172 - Procurement, Management and Administration of Engineering and Design Related Service
6. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement. Local governments are responsible for applying only cognizant agency or Caltrans accepted Indirect Cost Rate(s).

**Prime Consultant or Subconsultant Certifying:**

Name:	<u>Bob Morrison</u>	Title *:	<u>Vice President</u>
Signature:	<u></u>	Date of Certification:	<u>1/16/2025</u>
Email:	<u><a href="mailto:bmorrison@monumentrow.com">bmorrison@monumentrow.com</a></u>	Phone number:	<u>916.717.7069</u>
Address:	<u>200 Spectrum Center, Suite 300, Irvine, CA 92618</u>		

\* An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Real Estate and Right-of-Way Services
---------------------------------------

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
**SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)**  
**(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

Note: Mark-ups are Not Allowed

 Consultant Morrison Structures, Inc. ☐ Prime Consultant ☒ Subconsultant ☐ 2nd Tier Subconsultant

 Project No. DPW2024-005 Contract No. Humboldt Co. On-Call Participation Amount \$ TBD Date January 17, 2025

For Combined Rate	Fringe Benefit % + General & Administrative %	=	167.90% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
- R. Morrison, Jr. Structural Engr (E6)	\$259.00	\$388.50	\$518.01	1/1/2025	6/30/2025	\$87.89	0.00%	
	\$269.36	\$404.04	\$538.73	7/1/2025	6/30/2026	\$91.41	4.00%	
	\$280.14	\$420.21	\$560.28	7/1/2026	6/30/2027	\$95.06	4.00%	
	\$291.34	\$437.01	\$582.69	7/1/2027	6/30/2028	\$98.86	4.00%	
	\$303.00	\$454.50	\$605.99	7/1/2028	6/30/2029	\$102.82	4.00%	
	\$315.12	\$472.68	\$630.23	7/1/2029	7/1/2030	\$106.93	4.00%	
- D. Roesner Associate Engr (E3)	\$166.18	\$249.26	\$332.35	1/1/2025	6/30/2025	\$56.39	0.00%	
	\$172.82	\$259.23	\$345.65	7/1/2025	6/30/2026	\$58.65	4.00%	
	\$179.74	\$269.60	\$359.47	7/1/2026	6/30/2027	\$60.99	4.00%	
	\$186.93	\$280.39	\$373.85	7/1/2027	6/30/2028	\$63.43	4.00%	
	\$194.40	\$291.60	\$388.80	7/1/2028	6/30/2029	\$65.97	4.00%	
	\$202.18	\$303.27	\$404.36	7/1/2029	6/30/2030	\$68.61	4.00%	
- J. Gallino Technician (T2)	\$114.87	\$172.31	\$229.74	1/1/2025	6/30/2025	\$38.98	0.00%	
	\$119.46	\$179.20	\$238.93	7/1/2025	6/30/2026	\$40.54	4.00%	
	\$124.24	\$186.37	\$248.49	7/1/2026	6/30/2027	\$42.16	4.00%	
	\$129.21	\$193.82	\$258.43	7/1/2027	6/30/2028	\$43.85	4.00%	
	\$134.38	\$201.57	\$268.76	7/1/2028	6/30/2029	\$45.60	4.00%	
	\$139.76	\$209.64	\$279.51	7/1/2029	6/30/2030	\$47.43	4.00%	
-	\$0.00	\$0.00	\$0.00			\$0.00	0.00%	
	\$0.00	\$0.00	\$0.00			\$0.00	4.00%	
	\$0.00	\$0.00	\$0.00			\$0.00	4.00%	
	\$0.00	\$0.00	\$0.00			\$0.00	4.00%	
	\$0.00	\$0.00	\$0.00			\$0.00	4.00%	
-	\$0.00	\$0.00	\$0.00			\$0.00	0.00%	
	\$0.00	\$0.00	\$0.00			\$0.00	4.00%	
	\$0.00	\$0.00	\$0.00			\$0.00	4.00%	
	\$0.00	\$0.00	\$0.00			\$0.00	4.00%	
	\$0.00	\$0.00	\$0.00			\$0.00	4.00%	

(Add pages as necessary)

## NOTES:

1. Key Personnel must be marked with an asterisk (\*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (\*\*). with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The Cost proposal format shall not be amended.
3. Billing rate = actual hourly rate \* (1+ICR) \* (1+Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognized agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

## EXHIBIT 10-H2 COST PROPOSAL Form 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Morrison Structures, Inc. ☐ Prime Consultant ☒ Subconsultant

Project No. DPW2024-005 Contract No. Humboldt Co. On-Call Date 1/17/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Cost	TBD	TBD	\$ 0.700	\$
Travel - Lodging & Meals	TBD	CALTRANS RATES	\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Add Additional pages if necessary.

## NOTES:

1. List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentations.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.

7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is their standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

## EXHIBIT 10-H2 COST PROPOSAL Form 3 of 3


**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. Title 23 United States Code Section 112 - Letting of Contracts
10. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
11. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
12. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Robert L. Morrison, Jr. Title\*: President  
Signature:  Date of Certification (mm/dd/yyyy): 01/17/25  
Email: b Morrison@morrisonstructures.com Phone Number: 530-246-8628  
Address: 1890 Park Marina Dr., Redding, CA 96001

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

**List services the consultant is providing under the proposed contract:**

Structural & Civil Engineering Design and Consultation

**EXHIBIT 10-H2 COST PROPOSAL**

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

2025 - 2029

Consultant Parikh Consultants, Inc. ☐ Prime Consultant ☒ Subconsultant ☐ 2<sup>nd</sup> Tier Subconsultant  
Project No. DPW2004-005 Contract No. TBD Participation Amount \$ TBD Date 1/5/2025

For Combined Rate	Fringe Benefit 45.23% + General & Administrative 116.73%	=	<b>161.96%</b>	Combined ICR%
OR				
For Home Office Rate	Fringe Benefit % + General & Administrative %	=		Home Office ICR%
For Field Office Rate	Fringe Benefit % + General & Administrative %	=		Field Office ICR%
		Fee	=	<b>10%</b>

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective date of hourly rate		Actual or Avg. Hourly Rate <sup>3</sup>	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
Gary Parikh	\$ 328.15	NA	NA	1/1/2025	12/31/2025	\$ 113.88		Not Applicable
Principal-in-charge	\$ 344.56	NA	NA	1/1/2026	12/31/2026	\$ 119.57	5.00%	Not Applicable
Exempt	\$ 361.79	NA	NA	1/1/2027	12/31/2027	\$ 125.55	5.00%	Not Applicable
	\$ 379.88	NA	NA	1/1/2028	12/31/2028	\$ 131.83	5.00%	Not Applicable
	\$ 398.87	NA	NA	1/1/2029	12/31/2029	\$ 138.42	5.00%	Not Applicable
David Wang	\$ 244.96	NA	NA	1/1/2025	12/31/2025	\$ 85.01		Not Applicable
Sr. Project Engineer/QA QC Manager	\$ 257.21	NA	NA	1/1/2026	12/31/2026	\$ 89.26	5.00%	Not Applicable
Exempt	\$ 270.07	NA	NA	1/1/2027	12/31/2027	\$ 93.72	5.00%	Not Applicable
	\$ 283.57	NA	NA	1/1/2028	12/31/2028	\$ 98.41	5.00%	Not Applicable
	\$ 297.75	NA	NA	1/1/2029	12/31/2029	\$ 103.33	5.00%	Not Applicable
TBD	\$ 244.93	NA	NA	1/1/2025	12/31/2025	\$ 85.00		\$ 80.00 to \$ 100.00
Senior Engineer - II	\$ 257.18	NA	NA	1/1/2026	12/31/2026	\$ 89.25	5.00%	\$ 84.00 to \$ 105.00
Exempt	\$ 270.04	NA	NA	1/1/2027	12/31/2027	\$ 93.71	5.00%	\$ 88.20 to \$ 110.25
	\$ 283.54	NA	NA	1/1/2028	12/31/2028	\$ 98.40	5.00%	\$ 92.61 to \$ 115.76
	\$ 297.72	NA	NA	1/1/2029	12/31/2029	\$ 103.32	5.00%	\$ 97.24 to \$ 121.55
TBD	\$ 223.32	NA	NA	1/1/2025	12/31/2025	\$ 77.50		\$ 70.00 to \$ 90.00
Senior Engineer - I	\$ 234.49	NA	NA	1/1/2026	12/31/2026	\$ 81.38	5.00%	\$ 73.50 to \$ 94.50
Exempt	\$ 246.21	NA	NA	1/1/2027	12/31/2027	\$ 85.44	5.00%	\$ 77.18 to \$ 99.23
	\$ 258.52	NA	NA	1/1/2028	12/31/2028	\$ 89.72	5.00%	\$ 81.03 to \$ 104.19
	\$ 271.45	NA	NA	1/1/2029	12/31/2029	\$ 94.20	5.00%	\$ 85.09 to \$ 109.40

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective date of hourly rate		Actual or Avg. Hourly Rate <sup>3</sup>	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
TBD	\$ 187.30	NA	NA	1/1/2025	12/31/2025	\$ 65.00		\$ 60.00 to \$ 80.00
Senior Project Engineer	\$ 196.67	NA	NA	1/1/2026	12/31/2026	\$ 68.25	5.00%	\$ 63.00 to \$ 84.00
Exempt	\$ 206.50	NA	NA	1/1/2027	12/31/2027	\$ 71.66	5.00%	\$ 66.15 to \$ 88.20
	\$ 216.82	NA	NA	1/1/2028	12/31/2028	\$ 75.25	5.00%	\$ 69.46 to \$ 92.61
	\$ 227.67	NA	NA	1/1/2029	12/31/2029	\$ 79.01	5.00%	\$ 72.93 to \$ 97.24
TBD	\$ 172.89	NA	NA	1/1/2025	12/31/2025	\$ 60.00		\$ 55.00 to \$ 75.00
Project Engineer	\$ 181.54	NA	NA	1/1/2026	12/31/2026	\$ 63.00	5.00%	\$ 57.75 to \$ 78.75
Exempt	\$ 190.62	NA	NA	1/1/2027	12/31/2027	\$ 66.15	5.00%	\$ 60.64 to \$ 82.69
	\$ 200.15	NA	NA	1/1/2028	12/31/2028	\$ 69.46	5.00%	\$ 63.67 to \$ 86.82
	\$ 210.15	NA	NA	1/1/2029	12/31/2029	\$ 72.93	5.00%	\$ 66.85 to \$ 91.16
TBD	\$ 172.89	NA	NA	1/1/2025	12/31/2025	\$ 60.00		\$ 55.00 to \$ 75.00
Project Geologist/CEG	\$ 181.54	NA	NA	1/1/2026	12/31/2026	\$ 63.00	5.00%	\$ 57.75 to \$ 78.75
Exempt	\$ 190.62	NA	NA	1/1/2027	12/31/2027	\$ 66.15	5.00%	\$ 60.64 to \$ 82.69
	\$ 200.15	NA	NA	1/1/2028	12/31/2028	\$ 69.46	5.00%	\$ 63.67 to \$ 86.82
	\$ 210.15	NA	NA	1/1/2029	12/31/2029	\$ 72.93	5.00%	\$ 66.85 to \$ 91.16
TBD	\$ 158.49	NA	NA	1/1/2025	12/31/2025	\$ 55.00		\$ 50.00 to \$ 70.00
Project Geologist	\$ 166.41	NA	NA	1/1/2026	12/31/2026	\$ 57.75	5.00%	\$ 52.50 to \$ 73.50
Exempt	\$ 174.73	NA	NA	1/1/2027	12/31/2027	\$ 60.64	5.00%	\$ 55.13 to \$ 77.18
	\$ 183.47	NA	NA	1/1/2028	12/31/2028	\$ 63.67	5.00%	\$ 57.88 to \$ 81.03
	\$ 192.64	NA	NA	1/1/2029	12/31/2029	\$ 66.85	5.00%	\$ 60.78 to \$ 85.09
TBD	\$ 144.08	NA	NA	1/1/2025	12/31/2025	\$ 50.00		\$ 45.00 to \$ 65.00
Sen. Staff Engineer/PE	\$ 151.28	NA	NA	1/1/2026	12/31/2026	\$ 52.50	5.00%	\$ 47.25 to \$ 68.25
Exempt	\$ 158.85	NA	NA	1/1/2027	12/31/2027	\$ 55.13	5.00%	\$ 49.61 to \$ 71.66
	\$ 166.79	NA	NA	1/1/2028	12/31/2028	\$ 57.88	5.00%	\$ 52.09 to \$ 75.25
	\$ 175.13	NA	NA	1/1/2029	12/31/2029	\$ 60.78	5.00%	\$ 54.70 to \$ 79.01
TBD	\$ 129.67	\$ 152.17	\$ 174.67	1/1/2025	12/31/2025	\$ 45.00		\$ 40.00 to \$ 60.00
Staff Engineer	\$ 136.15	\$ 159.78	\$ 183.40	1/1/2026	12/31/2026	\$ 47.25	5.00%	\$ 42.00 to \$ 63.00
Non-Exempt	\$ 142.96	\$ 167.77	\$ 192.57	1/1/2027	12/31/2027	\$ 49.61	5.00%	\$ 44.10 to \$ 66.15
	\$ 150.11	\$ 176.16	\$ 202.20	1/1/2028	12/31/2028	\$ 52.09	5.00%	\$ 46.31 to \$ 69.46
	\$ 157.61	\$ 184.96	\$ 212.31	1/1/2029	12/31/2029	\$ 54.70	5.00%	\$ 48.62 to \$ 72.93
TBD	\$ 172.89	\$ 202.89	\$ 232.89	1/1/2025	12/31/2025	\$ 60.00		\$ 30.00 to \$ 65.00
Field Engineer/Geologist	\$ 181.54	\$ 213.04	\$ 244.54	1/1/2026	12/31/2026	\$ 63.00	5.00%	\$ 31.50 to \$ 68.25
Non-Exempt	\$ 190.62	\$ 223.69	\$ 256.77	1/1/2027	12/31/2027	\$ 66.15	5.00%	\$ 33.08 to \$ 71.66
	\$ 200.15	\$ 234.87	\$ 269.60	1/1/2028	12/31/2028	\$ 69.46	5.00%	\$ 34.73 to \$ 75.25
	\$ 210.15	\$ 246.62	\$ 283.08	1/1/2029	12/31/2029	\$ 72.93	5.00%	\$ 36.47 to \$ 79.01
TBD	\$ 108.06	\$ 126.81	\$ 145.56	1/1/2025	12/31/2025	\$ 37.50		\$ 25.00 to \$ 45.00
Lab Technician	\$ 113.46	\$ 133.15	\$ 152.84	1/1/2026	12/31/2026	\$ 39.38	5.00%	\$ 26.25 to \$ 47.25
Non-Exempt	\$ 119.13	\$ 139.81	\$ 160.48	1/1/2027	12/31/2027	\$ 41.34	5.00%	\$ 27.56 to \$ 49.61
	\$ 125.09	\$ 146.80	\$ 168.50	1/1/2028	12/31/2028	\$ 43.41	5.00%	\$ 28.94 to \$ 52.09
	\$ 131.35	\$ 154.14	\$ 176.93	1/1/2029	12/31/2029	\$ 45.58	5.00%	\$ 30.39 to \$ 54.70

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective date of hourly rate		Actual or Avg. Hourly Rate <sup>3</sup>	% or \$ increase	Hourly range - for classifications only
	Straight	OT(1.5x)	OT(2x)	From	To			
TBD Drafting/Cadd Tech Exempt	\$ 136.87	NA	NA	1/1/2025	12/31/2025	\$ 47.50		\$ 35.00 to \$ 55.00
	\$ 143.72	NA	NA	1/1/2026	12/31/2026	\$ 49.88	5.00%	\$ 36.75 to \$ 57.75
	\$ 150.90	NA	NA	1/1/2027	12/31/2027	\$ 52.37	5.00%	\$ 38.59 to \$ 60.64
	\$ 158.45	NA	NA	1/1/2028	12/31/2028	\$ 54.99	5.00%	\$ 40.52 to \$ 63.67
	\$ 166.37	NA	NA	1/1/2029	12/31/2029	\$ 57.74	5.00%	\$ 42.54 to \$ 66.85
TBD Project Control Exempt	\$ 244.93	NA	NA	1/1/2025	12/31/2025	\$ 85.00		\$ 80.00 to \$ 100.00
	\$ 257.18	NA	NA	1/1/2026	12/31/2026	\$ 89.25	5.00%	\$ 84.00 to \$ 105.00
	\$ 270.04	NA	NA	1/1/2027	12/31/2027	\$ 93.71	5.00%	\$ 88.20 to \$ 110.25
	\$ 283.54	NA	NA	1/1/2028	12/31/2028	\$ 98.40	5.00%	\$ 92.61 to \$ 115.76
	\$ 297.72	NA	NA	1/1/2029	12/31/2029	\$ 103.32	5.00%	\$ 97.24 to \$ 121.55
TBD Technical Editor Exempt	\$ 93.65	NA	NA	1/1/2025	12/31/2025	\$ 32.50		\$ 27.50 to \$ 47.50
	\$ 98.33	NA	NA	1/1/2026	12/31/2026	\$ 34.13	5.00%	\$ 28.88 to \$ 49.88
	\$ 103.25	NA	NA	1/1/2027	12/31/2027	\$ 35.83	5.00%	\$ 30.32 to \$ 52.37
	\$ 108.41	NA	NA	1/1/2028	12/31/2028	\$ 37.62	5.00%	\$ 31.83 to \$ 54.99
	\$ 113.83	NA	NA	1/1/2029	12/31/2029	\$ 39.50	5.00%	\$ 33.43 to \$ 57.74

## NOTES:

1. Key personnel must be marked with an asterisk (\*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (\*\*). All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended.
3. Billing rate = actual hourly rate \* (1+ ICR) \* (1+ Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognizant agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.  
NA: Exempt staff do not get OT.

**EXHIBIT 10-H2 COST PROPOSAL**

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Parikh Consultants, Inc. ☐ Prime Consultant ☒ Subconsultant ☐ 2nd Tier Subconsultant  
 Project No. DPW2004-005 Contract No. TBD Date 1/5/2025

**SCHEDULE OF OTHER DIRECT COST ITEMS**

Description of Item	Quantity	Unit	Unit Cost	Total
Travel/Equipment (Per Diem Per Federal and State Guidelines)		per person/night	AT COST	
Permits (at cost)		lump sum	AT COST	
Drilling Mob-Demob per hour		1	AT COST	
Drilling Costs/shift		1	AT COST	
Grouting of holes (per foot)		1	AT COST	
Cutting Disposal (per drum)		1	AT COST	
Traffic control (per shift)		1	AT COST	
Reproduction (outside)		1	AT COST	
Independent Laboratory testing (rates for test types vary)		1	AT COST	
Haz Materials Testing (outside services)		1	AT COST	
Subconsultant 1:				
Subconsultant 2:				
Subconsultant 3:				
Subconsultant 4:				
Subconsultant 5:				
Subconsultant 6:				

Note: VENDOR COSTS VARY DUE TO PREVAILING WAGE AND UNION FACTORS, THEREFORE ARE BASED ON AT COST AT THE TIME OF SERVICES.

**NOTES:**

1. List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

**EXHIBIT 10-H2 COST PROPOSAL****Certification of Direct Costs:**


I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

1. Generally Accepted Accounting Principles (GAAP)
2. Terms and conditions of the contract
3. [Title 23 United States Code Section 112](#) - Letting of Contracts
4. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
5. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
6. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Y. David Wang Title \*: Senior Principal

Signature :  Date of Certification (mm/dd/yyyy): 1/5/2025

Email: [dwang@parikhnet.com](mailto:dwang@parikhnet.com) Phone Number: 408-452-9000

\* An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

GEOTECHNICAL ENGINEERING SERVICES

## EXHIBIT 10-H2 COST PROPOSAL Page 1 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(NON- PREVAILING WAGE CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant Points West Surveying Company

☐ Prime Consultant ☒ Subconsultant

Project No. \_\_\_\_\_ Contract No. DPW-2024-005 Participation Amount TBD Date 2/4/2025

For Combined Rate	Fringe Benefit 41.57 % + General & Administrative 61.38 %	=102.95	Combined ICR%
	Fee	=10	%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly Rate		Actual or Avg.	% or \$	Hourly Range - or Classifications Only
	Straight <sup>3</sup>	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>4</sup>	Increase f	
Licensed Surveyor David Crivelli	\$184.74	\$226.11	\$267.49	01/01/2025	12/31/2025	\$82.75	2	
	\$188.44	\$230.65	\$272.85	01/01/2026	12/31/2026	\$84.41		
	\$192.21	\$235.26	\$278.31	01/01/2027	12/31/2027	\$86.10		
	\$196.05	\$239.96	\$283.87	01/01/2028	12/31/2028	\$87.82		
	\$199.98	\$244.77	\$289.56	01/01/2029	12/31/2029	\$89.58		
Licensed Surveyor - Principal Michael Pulley	\$178.42	\$218.38	\$258.34	01/01/2025	12/31/2025	\$79.92	2	
	\$181.99	\$222.75	\$263.51	01/01/2026	12/31/2026	\$81.52		
	\$185.63	\$227.20	\$268.78	01/01/2027	12/31/2027	\$83.15		
	\$189.33	\$231.74	\$274.14	01/01/2028	12/31/2028	\$84.81		
	\$193.13	\$236.38	\$279.64	01/01/2029	12/31/2029	\$86.51		
Licensed Surveyor - Principal Jesse Buffington	\$151.54	\$185.48	\$219.42	01/01/2025	12/31/2025	\$76.92	2	
	\$154.57	\$189.19	\$223.81	01/01/2026	12/31/2026	\$78.46		
	\$157.66	\$192.97	\$228.28	01/01/2027	12/31/2027	\$80.03		
	\$160.80	\$196.82	\$232.83	01/01/2028	12/31/2028	\$81.63		
	\$164.02	\$200.75	\$237.49	01/01/2029	12/31/2029	\$83.26		

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly Rate		Actual or Avg. Hourly Rate <sup>4</sup>	% or \$ Increase f
	Straight <sup>3</sup>	OT(1.5x)	OT(2x)	From	To		
Survey Technician II William Pool	\$93.76	\$114.76	\$135.76	01/01/2025	12/31/2025	\$42.00	2
	\$95.64	\$117.06	\$138.48	01/01/2026	12/31/2026	\$42.84	
	\$97.56	\$119.41	\$141.26	01/01/2027	12/31/2027	\$43.70	
	\$99.50	\$121.79	\$144.07	01/01/2028	12/31/2028	\$44.57	
	\$101.49	\$124.22	\$146.95	01/01/2029	12/31/2029	\$45.46	
Survey Technician II Ryan Baxter	\$75.90	\$92.90	\$109.90	01/01/2025	12/31/2025	\$34.00	2
	\$77.42	\$94.76	\$112.10	01/01/2026	12/31/2026	\$34.68	
	\$78.96	\$96.65	\$114.33	01/01/2027	12/31/2027	\$35.37	
	\$80.55	\$98.59	\$116.63	01/01/2028	12/31/2028	\$36.08	
	\$82.15	\$100.55	\$118.95	01/01/2029	12/31/2029	\$36.80	
Survey Technician Austin McChesney	\$60.28	\$73.78	\$87.28	01/01/2025	12/31/2025	\$27.00	2
	\$61.48	\$75.25	\$89.02	01/01/2026	12/31/2026	\$27.54	
	\$62.71	\$76.75	\$90.80	01/01/2027	12/31/2027	\$28.09	
	\$63.96	\$78.28	\$92.61	01/01/2028	12/31/2028	\$28.65	
	\$65.23	\$79.84	\$94.45	01/01/2029	12/31/2029	\$29.22	
Survey Technician Aaron Shapiro	\$44.65	\$54.65	\$64.65	01/01/2025	12/31/2025	\$20.00	
	\$45.54	\$55.74	\$65.94	01/01/2026	12/31/2026	\$20.40	
	\$46.46	\$56.86	\$67.27	01/01/2027	12/31/2027	\$20.81	
	\$47.39	\$58.01	\$68.62	01/01/2028	12/31/2028	\$21.23	
	\$48.33	\$59.16	\$69.98	01/01/2029	12/31/2029	\$21.65	

## NOTES:

1. All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The cost proposal format shall not be amended.
3. Billing rate = actual hourly rate \* (1+ ICR) \* (1+ Fee). Indirect cost rates should be based on the consultant's annual accounting period, established by a cognizant agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

## EXHIBIT 10-H2 COST PROPOSAL Page 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Points West Surveying Company☐ Prime Consultant ☒ SubconsultantProject No. \_\_\_\_\_ Contract No. DPW-2024-005 Date 2/4/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Costs	100	Mile	\$0.70	\$70.00
GPS Units	2	Unit	\$100.00	\$200.00
Boat	1	Day	\$250.00	\$250.00
Single Beam Sounder	1	Day	\$250.00	\$200.00
Aerial Target	5	Unit	\$15.00	\$75.00
		Unit		
		Unit		
:				\$

Note: Add additional pages if necessary.

## NOTES:

1. List other direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentation.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.
7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is its standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

## EXHIBIT 10-H2 COST PROPOSAL Page 3 of 3

**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. [Title 23 United States Code Section 112](#) - Letting of Contracts
10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
12. [48 Code of Federal Regulations Part 9904](#) - [Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**Name: Michael D. PulleyTitle \*: PresidentSignature : Date of Certification (mm/dd/yyyy): 2/4/2025Email: pulley@pointswestsurveying.comPhone Number: 707.840.9510Address: 5201 Carlson Park Drive Suite 3 Arcata CA 95521

\* An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Land Surveying Services, including topographic, boundary, hydrographic, and construction surveying, construction staking, right of way determination, preparation of legal descriptions and maps, coordination with prime and subcontractors



**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
 SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant Saylor Consulting Group ☐ Prime Consultant ☒ Subconsultant ☐ 2nd Tier Subconsultant

 Project No. DPW2024-005 Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=		Combined ICR %
	OR			
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	<b>109.27%</b>	Home Office ICR %

FEE			=	<b>10%</b>
-----	--	--	---	------------

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg. Hourly Rate <sup>3</sup>	% or \$ Increase	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To			
Ian Slight - Principal Estimator	\$241.71	\$362.56	\$483.41	7/1/2025	6/30/2026	\$105.00	0.00%	
	\$250.17	\$375.25	\$500.33	7/1/2026	6/30/2027	\$108.68	3.00%	
	\$258.92	\$388.38	\$517.84	7/1/2027	6/30/2028	\$112.48	3.00%	
	\$267.98	\$401.98	\$535.97	7/1/2028	6/30/2029	\$116.42	3.00%	
	\$277.36	\$416.05	\$554.73	7/1/2029	6/30/2030	\$120.49	3.00%	
- Senior Cost Estimator	\$183.86	\$275.79	\$367.72	7/1/2025	6/30/2026	\$79.87	0.00%	\$69.74-\$90.00/hr
	\$190.29	\$285.44	\$380.59	7/1/2026	6/30/2027	\$82.67	3.00%	
	\$196.95	\$295.43	\$393.91	7/1/2027	6/30/2028	\$85.56	3.00%	
	\$203.85	\$305.77	\$407.69	7/1/2028	6/30/2029	\$88.55	3.00%	
	\$210.98	\$316.47	\$421.96	7/1/2029	6/30/2030	\$91.65	3.00%	
- Senior MEP Estimator	\$195.09	\$292.64	\$390.18	7/1/2025	6/30/2026	\$84.75	0.00%	\$80.00-\$89.50/hr
	\$201.92	\$302.88	\$403.84	7/1/2026	6/30/2027	\$87.72	3.00%	
	\$208.99	\$313.48	\$417.97	7/1/2027	6/30/2028	\$90.79	3.00%	
	\$216.30	\$324.45	\$432.60	7/1/2028	6/30/2029	\$93.96	3.00%	
	\$223.87	\$335.81	\$447.75	7/1/2029	6/30/2030	\$97.25	3.00%	
Drew Erickson - Lead Transit Estimator/Constructability	\$310.77	\$466.15	\$621.53	7/1/2025	6/30/2026	\$135.00	0.00%	
	\$321.64	\$482.46	\$643.29	7/1/2026	6/30/2027	\$139.73	3.00%	
	\$332.90	\$499.35	\$665.80	7/1/2027	6/30/2028	\$144.62	3.00%	
	\$344.55	\$516.83	\$689.10	7/1/2028	6/30/2029	\$149.68	3.00%	
	\$356.61	\$534.92	\$713.22	7/1/2029	6/30/2030	\$154.92	3.00%	
Victor Chen - Estimates Coordinator	\$81.05	\$121.58	\$162.10	7/1/2025	6/30/2026	\$35.21	0.00%	
	\$83.89	\$125.83	\$167.78	7/1/2026	6/30/2027	\$36.44	3.00%	
	\$86.83	\$130.24	\$173.65	7/1/2027	6/30/2028	\$37.72	3.00%	
	\$89.86	\$134.80	\$179.73	7/1/2028	6/30/2029	\$39.04	3.00%	
	\$93.01	\$139.51	\$186.02	7/1/2029	6/30/2030	\$40.40	3.00%	
- Task Order Manager	\$0.00	\$0.00	\$0.00	7/1/2025	6/30/2026	\$0.00	0.00%	
	\$0.00	\$0.00	\$0.00	7/1/2026	6/30/2027	\$0.00	5.00%	
	\$0.00	\$0.00	\$0.00	7/1/2027	6/30/2028	\$0.00	5.00%	
	\$0.00	\$0.00	\$0.00	7/1/2028	6/30/2029	\$0.00	5.00%	
	\$0.00	\$0.00	\$0.00	7/1/2029	6/30/2030	\$0.00	5.00%	

(Add pages as necessary)

## NOTES:

1. Key Personnel must be marked with an asterisk (\*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (\*\*). with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The Cost proposal format shall not be amended.
3. Billing rate = actual hourly rate \* (1+ICR) \* (1+Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognized agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

## EXHIBIT 10-H2 COST PROPOSAL Form 2 of 3

SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Consultant Saylor Consulting Group ☐ Prime Consultant ☒ Subconsultant  
 Project No. TBD Contract No. TBD Date 1/9/2025

SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)				
Description of Item	Quantity	Unit	Unit Cost	Total
Mileage Cost			\$	\$
Equipment Rental and Supplies			\$	\$
Permit Fees			\$	\$
Plan Sheets			\$	\$
Test			\$	\$
Vehicle			\$	\$
Subconsultant 1:				\$
Subconsultant 2:				\$
Subconsultant 3:				\$
Subconsultant 4:				\$
Subconsultant 5:				\$

Note: Add Additional pages if necessary.

## NOTES:

1. List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentations.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.

Page 5 of 9  
January 2020

7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is their standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

## EXHIBIT 10-H2 COST PROPOSAL Form 3 of 3

**Certification of Direct Costs:**


I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. [Title 23 United States Code Section 112](#) - Letting of Contracts
10. [48 Code of Federal Regulations Part 31](#) - Contract Cost Principles and Procedures
11. [23 Code of Federal Regulations Part 172](#) - Procurement, Management, and Administration of Engineering and Design Related Service
12. [48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board](#) (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Natalie Saylor Title\*: President

Signature:  Date of Certification (mm/dd/yyyy): 01/09/25

Email: [nsaylor@saylorconsulting.com](mailto:nsaylor@saylorconsulting.com) Phone Number: 415-399-9990

Address: 505 Montgomery St., 11th Fl., San Francisco, CA 94111

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

Cost Estimating

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant SHN Consulting Engineers & Geologists, Inc.☐ Prime Consultant☒ Subconsultant☐ 2nd Tier SubconsultantProject No. DPW2024-005Contract No. TBDParticipation Amount \$ TBDDate January 16, 2025

For Combined Rate

Fringe Benefit 71.25% + General & Administrative 33.98% = **180.26%** Combined ICR %

OR

For Home Office Rate

Fringe Benefit % + General &amp; Administrative % = Home Office ICR %

FEE = **10%**

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg. Hourly Rate <sup>3</sup>	% or \$ Increase	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To			
Richard Culp - Senior Engineer	\$165.12	\$247.68	\$330.24	1/1/2025	6/30/2025	\$53.56	0.00%	
	\$173.37	\$260.06	\$346.75	7/1/2025	6/30/2026	\$56.24	5.00%	
	\$182.04	\$273.06	\$364.09	7/1/2026	6/30/2027	\$59.05	5.00%	
	\$191.14	\$286.72	\$382.29	7/1/2027	6/30/2028	\$62.00	5.00%	
	\$200.70	\$301.05	\$401.40	7/1/2028	6/30/2029	\$65.10	5.00%	
	\$210.74	\$316.11	\$421.47	7/1/2029	6/30/2030	\$68.36	5.00%	
Chris Newell - CAD Manager	\$133.36	\$200.05	\$266.73	1/1/2025	6/30/2025	\$43.26	0.00%	
	\$140.03	\$210.05	\$280.07	7/1/2025	6/30/2026	\$45.42	5.00%	
	\$147.03	\$220.55	\$294.07	7/1/2026	6/30/2027	\$47.69	5.00%	
	\$154.39	\$231.58	\$308.77	7/1/2027	6/30/2028	\$50.08	5.00%	
	\$162.11	\$243.16	\$324.21	7/1/2028	6/30/2029	\$52.58	5.00%	
	\$170.21	\$255.32	\$340.42	7/1/2029	6/30/2030	\$55.21	5.00%	
Jared O'Barr - Principal/Project Manager	\$234.30	\$351.45	\$468.59	1/1/2025	6/30/2025	\$76.00	0.00%	
	\$246.01	\$369.02	\$492.02	7/1/2025	6/30/2026	\$79.80	5.00%	
	\$258.31	\$387.47	\$516.63	7/1/2026	6/30/2027	\$83.79	5.00%	
	\$271.23	\$406.84	\$542.46	7/1/2027	6/30/2028	\$87.98	5.00%	
	\$284.79	\$427.18	\$569.58	7/1/2028	6/30/2029	\$92.38	5.00%	
	\$299.03	\$448.54	\$598.06	7/1/2029	6/30/2030	\$97.00	5.00%	
Pieter Gustavson - Project Engineer	\$159.04	\$238.57	\$318.09	1/1/2025	6/30/2025	\$51.59	0.00%	
	\$167.00	\$250.50	\$333.99	7/1/2025	6/30/2026	\$54.17	5.00%	
	\$175.35	\$263.02	\$350.69	7/1/2026	6/30/2027	\$56.88	5.00%	
	\$184.11	\$276.17	\$368.23	7/1/2027	6/30/2028	\$59.72	5.00%	
	\$193.32	\$289.98	\$386.64	7/1/2028	6/30/2029	\$62.71	5.00%	
	\$202.99	\$304.48	\$405.97	7/1/2029	6/30/2030	\$65.84	5.00%	
Charles Swanson - Project Engineer	\$154.02	\$231.03	\$308.04	1/1/2025	6/30/2025	\$49.96	0.00%	
	\$161.72	\$242.58	\$323.44	7/1/2025	6/30/2026	\$52.46	5.00%	
	\$169.81	\$254.71	\$339.61	7/1/2026	6/30/2027	\$55.08	5.00%	
	\$178.30	\$267.45	\$356.59	7/1/2027	6/30/2028	\$57.83	5.00%	
	\$187.21	\$280.82	\$374.42	7/1/2028	6/30/2029	\$60.73	5.00%	
	\$196.57	\$294.86	\$393.14	7/1/2029	6/30/2030	\$63.76	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
 SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☐ Prime Consultant ☒ Subconsultant ☐ 2nd Tier Subconsultant

 Project No. DPW2024-005 Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Jared Goebel - Staff Engineer	\$101.40	\$152.09	\$202.79	1/1/2025	6/30/2025	\$32.89	0.00%	
	\$106.47	\$159.70	\$212.93	7/1/2025	6/30/2026	\$34.53	5.00%	
	\$111.79	\$167.68	\$223.58	7/1/2026	6/30/2027	\$36.26	5.00%	
	\$117.38	\$176.07	\$234.76	7/1/2027	6/30/2028	\$38.07	5.00%	
	\$123.25	\$184.87	\$246.49	7/1/2028	6/30/2029	\$39.98	5.00%	
	\$129.41	\$194.11	\$258.82	7/1/2029	6/30/2030	\$41.98	5.00%	
John Foster - Drafter	\$93.23	\$139.84	\$186.45	1/1/2025	6/30/2025	\$30.24	0.00%	
	\$97.89	\$146.83	\$195.77	7/1/2025	6/30/2026	\$31.75	5.00%	
	\$102.78	\$154.17	\$205.56	7/1/2026	6/30/2027	\$33.34	5.00%	
	\$107.92	\$161.88	\$215.84	7/1/2027	6/30/2028	\$35.01	5.00%	
	\$113.32	\$169.97	\$226.63	7/1/2028	6/30/2029	\$36.76	5.00%	
	\$118.98	\$178.47	\$237.96	7/1/2029	6/30/2030	\$38.59	5.00%	
Andrew Bricken - Engineering Technician	\$64.74	\$97.11	\$129.48	1/1/2025	6/30/2025	\$21.00	0.00%	
	\$67.98	\$101.97	\$135.95	7/1/2025	6/30/2026	\$22.05	5.00%	
	\$71.38	\$107.06	\$142.75	7/1/2026	6/30/2027	\$23.15	5.00%	
	\$74.94	\$112.42	\$149.89	7/1/2027	6/30/2028	\$24.31	5.00%	
	\$78.69	\$118.04	\$157.38	7/1/2028	6/30/2029	\$25.53	5.00%	
	\$82.63	\$123.94	\$165.25	7/1/2029	6/30/2030	\$26.80	5.00%	
Haley Corder - Engineering Technician	\$64.74	\$97.11	\$129.48	1/1/2025	6/30/2025	\$21.00	0.00%	
	\$67.98	\$101.97	\$135.95	7/1/2025	6/30/2026	\$22.05	5.00%	
	\$71.38	\$107.06	\$142.75	7/1/2026	6/30/2027	\$23.15	5.00%	
	\$74.94	\$112.42	\$149.89	7/1/2027	6/30/2028	\$24.31	5.00%	
	\$78.69	\$118.04	\$157.38	7/1/2028	6/30/2029	\$25.53	5.00%	
	\$82.63	\$123.94	\$165.25	7/1/2029	6/30/2030	\$26.80	5.00%	
Roland Rueber - Senior Environmental	\$217.31	\$325.97	\$434.62	1/1/2025	6/30/2025	\$70.49	0.00%	
	\$228.18	\$342.26	\$456.35	7/1/2025	6/30/2026	\$74.01	5.00%	
	\$239.59	\$359.38	\$479.17	7/1/2026	6/30/2027	\$77.72	5.00%	
	\$251.56	\$377.35	\$503.13	7/1/2027	6/30/2028	\$81.60	5.00%	
	\$264.14	\$396.21	\$528.29	7/1/2028	6/30/2029	\$85.68	5.00%	
	\$277.35	\$416.02	\$554.70	7/1/2029	6/30/2030	\$89.97	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant \_\_\_\_\_ ☒ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Project No. DPW2024-005 Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg. Hourly Rate <sup>3</sup>	% or \$ Increase	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To			
Erik Nielsen - Principal Environmental	\$223.41	\$335.12	\$446.83	1/1/2025	6/30/2025	\$72.47	0.00%	
	\$234.59	\$351.88	\$469.17	7/1/2025	6/30/2026	\$76.09	5.00%	
	\$246.31	\$369.47	\$492.63	7/1/2026	6/30/2027	\$79.90	5.00%	
	\$258.63	\$387.95	\$517.26	7/1/2027	6/30/2028	\$83.89	5.00%	
	\$271.56	\$407.34	\$543.12	7/1/2028	6/30/2029	\$88.09	5.00%	
	\$285.14	\$427.71	\$570.28	7/1/2029	6/30/2030	\$92.49	5.00%	
Peter Dunn - Senior Environmental	\$154.02	\$231.03	\$308.04	1/1/2025	6/30/2025	\$49.96	0.00%	
	\$161.72	\$242.58	\$323.44	7/1/2025	6/30/2026	\$52.46	5.00%	
	\$169.81	\$254.71	\$339.61	7/1/2026	6/30/2027	\$55.08	5.00%	
	\$178.30	\$267.45	\$356.59	7/1/2027	6/30/2028	\$57.83	5.00%	
	\$187.21	\$280.82	\$374.42	7/1/2028	6/30/2029	\$60.73	5.00%	
	\$196.57	\$294.86	\$393.14	7/1/2029	6/30/2030	\$63.76	5.00%	
Stein Coriell - Senior Planner	\$163.21	\$244.81	\$326.41	1/1/2025	6/30/2025	\$52.94	0.00%	
	\$171.37	\$257.05	\$342.73	7/1/2025	6/30/2026	\$55.59	5.00%	
	\$179.94	\$269.90	\$359.87	7/1/2026	6/30/2027	\$58.37	5.00%	
	\$188.93	\$283.40	\$377.86	7/1/2027	6/30/2028	\$61.28	5.00%	
	\$198.38	\$297.57	\$396.76	7/1/2028	6/30/2029	\$64.35	5.00%	
	\$208.30	\$312.45	\$416.60	7/1/2029	6/30/2030	\$67.57	5.00%	
Max Kaufman - Senior Environmental	\$148.78	\$223.17	\$297.56	1/1/2025	6/30/2025	\$48.26	0.00%	
	\$156.22	\$234.33	\$312.44	7/1/2025	6/30/2026	\$50.67	5.00%	
	\$164.03	\$246.04	\$328.06	7/1/2026	6/30/2027	\$53.21	5.00%	
	\$172.23	\$258.35	\$344.46	7/1/2027	6/30/2028	\$55.87	5.00%	
	\$180.84	\$271.26	\$361.68	7/1/2028	6/30/2029	\$58.66	5.00%	
	\$189.88	\$284.83	\$379.77	7/1/2029	6/30/2030	\$61.59	5.00%	
Erilynn Helliwell - Staff Environmental	\$113.54	\$170.31	\$227.08	1/1/2025	6/30/2025	\$36.83	0.00%	
	\$119.22	\$178.83	\$238.44	7/1/2025	6/30/2026	\$38.67	5.00%	
	\$125.18	\$187.77	\$250.36	7/1/2026	6/30/2027	\$40.61	5.00%	
	\$131.44	\$197.16	\$262.88	7/1/2027	6/30/2028	\$42.64	5.00%	
	\$138.01	\$207.02	\$276.02	7/1/2028	6/30/2029	\$44.77	5.00%	
	\$144.91	\$217.37	\$289.82	7/1/2029	6/30/2030	\$47.01	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
 SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☒ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

 Project No. DPW2024-005 Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Roger Klakken - Staff Environmental	\$107.44	\$161.16	\$214.88	1/1/2025	6/30/2025	\$34.85	0.00%	
	\$112.81	\$169.21	\$225.62	7/1/2025	6/30/2026	\$36.59	5.00%	
	\$118.45	\$177.68	\$236.90	7/1/2026	6/30/2027	\$38.42	5.00%	
	\$124.37	\$186.56	\$248.75	7/1/2027	6/30/2028	\$40.34	5.00%	
	\$130.59	\$195.89	\$261.18	7/1/2028	6/30/2029	\$42.36	5.00%	
	\$137.12	\$205.68	\$274.24	7/1/2029	6/30/2030	\$44.48	5.00%	
Cindy Wilcox - Senior Scientist	\$116.29	\$174.43	\$232.57	1/1/2025	6/30/2025	\$37.72	0.00%	
	\$122.10	\$183.15	\$244.20	7/1/2025	6/30/2026	\$39.61	5.00%	
	\$128.20	\$192.31	\$256.41	7/1/2026	6/30/2027	\$41.59	5.00%	
	\$134.61	\$201.92	\$269.23	7/1/2027	6/30/2028	\$43.67	5.00%	
	\$141.35	\$212.02	\$282.69	7/1/2028	6/30/2029	\$45.85	5.00%	
	\$148.41	\$222.62	\$296.83	7/1/2029	6/30/2030	\$48.14	5.00%	
Gary Simpson - Senior Engineering Geologist	\$212.75	\$319.12	\$425.50	1/1/2025	6/30/2025	\$69.01	0.00%	
	\$223.39	\$335.08	\$446.77	7/1/2025	6/30/2026	\$72.46	5.00%	
	\$234.55	\$351.83	\$469.11	7/1/2026	6/30/2027	\$76.08	5.00%	
	\$246.28	\$369.42	\$492.57	7/1/2027	6/30/2028	\$79.89	5.00%	
	\$258.60	\$387.90	\$517.19	7/1/2028	6/30/2029	\$83.88	5.00%	
	\$271.53	\$407.29	\$543.05	7/1/2029	6/30/2030	\$88.08	5.00%	
Jason Buck - Principal Geosciences	\$195.88	\$293.83	\$391.77	1/1/2025	6/30/2025	\$63.54	0.00%	
	\$205.68	\$308.52	\$411.36	7/1/2025	6/30/2026	\$66.72	5.00%	
	\$215.96	\$323.94	\$431.93	7/1/2026	6/30/2027	\$70.05	5.00%	
	\$226.76	\$340.14	\$453.52	7/1/2027	6/30/2028	\$73.56	5.00%	
	\$238.10	\$357.15	\$476.20	7/1/2028	6/30/2029	\$77.23	5.00%	
	\$250.00	\$375.01	\$500.01	7/1/2029	6/30/2030	\$81.09	5.00%	
Giovanni Vadurro - Senior Geologist	\$179.08	\$268.63	\$358.17	1/1/2025	6/30/2025	\$58.09	0.00%	
	\$188.04	\$282.06	\$376.08	7/1/2025	6/30/2026	\$60.99	5.00%	
	\$197.44	\$296.16	\$394.88	7/1/2026	6/30/2027	\$64.04	5.00%	
	\$207.31	\$310.97	\$414.62	7/1/2027	6/30/2028	\$67.25	5.00%	
	\$217.68	\$326.52	\$435.35	7/1/2028	6/30/2029	\$70.61	5.00%	
	\$228.56	\$342.84	\$457.12	7/1/2029	6/30/2030	\$74.14	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☒ Prime Consultant    ☐ Subconsultant    ☐ 2nd Tier Subconsultant

 Project No. DPW2024-005    Contract No. TBD    Participation Amount \$ TBD    Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Alyssa Troia - Staff Geologist	\$113.97	\$170.96	\$227.95	1/1/2025	6/30/2025	\$36.97	0.00%	
	\$119.67	\$179.51	\$239.34	7/1/2025	6/30/2026	\$38.82	5.00%	
	\$125.66	\$188.48	\$251.31	7/1/2026	6/30/2027	\$40.76	5.00%	
	\$131.94	\$197.91	\$263.88	7/1/2027	6/30/2028	\$42.80	5.00%	
	\$138.54	\$207.80	\$277.07	7/1/2028	6/30/2029	\$44.94	5.00%	
	\$145.46	\$218.19	\$290.92	7/1/2029	6/30/2030	\$47.18	5.00%	
Jacob Aguilera - Staff Environmental	\$91.56	\$137.34	\$183.12	1/1/2025	6/30/2025	\$29.70	0.00%	
	\$96.14	\$144.21	\$192.28	7/1/2025	6/30/2026	\$31.19	5.00%	
	\$100.95	\$151.42	\$201.89	7/1/2026	6/30/2027	\$32.74	5.00%	
	\$105.99	\$158.99	\$211.99	7/1/2027	6/30/2028	\$34.38	5.00%	
	\$111.29	\$166.94	\$222.59	7/1/2028	6/30/2029	\$36.10	5.00%	
	\$116.86	\$175.29	\$233.72	7/1/2029	6/30/2030	\$37.91	5.00%	
Logan Wolfe - Staff Environmental	\$83.24	\$124.86	\$166.47	1/1/2025	6/30/2025	\$27.00	0.00%	
	\$87.40	\$131.10	\$174.80	7/1/2025	6/30/2026	\$28.35	5.00%	
	\$91.77	\$137.65	\$183.54	7/1/2026	6/30/2027	\$29.77	5.00%	
	\$96.36	\$144.54	\$192.71	7/1/2027	6/30/2028	\$31.26	5.00%	
	\$101.18	\$151.76	\$202.35	7/1/2028	6/30/2029	\$32.82	5.00%	
	\$106.23	\$159.35	\$212.47	7/1/2029	6/30/2030	\$34.46	5.00%	
Trevor McBroom - Staff Environmental	\$92.49	\$138.73	\$184.97	1/1/2025	6/30/2025	\$30.00	0.00%	
	\$97.11	\$145.67	\$194.22	7/1/2025	6/30/2026	\$31.50	5.00%	
	\$101.97	\$152.95	\$203.93	7/1/2026	6/30/2027	\$33.08	5.00%	
	\$107.06	\$160.60	\$214.13	7/1/2027	6/30/2028	\$34.73	5.00%	
	\$112.42	\$168.63	\$224.83	7/1/2028	6/30/2029	\$36.47	5.00%	
	\$118.04	\$177.06	\$236.08	7/1/2029	6/30/2030	\$38.29	5.00%	
Laurie MacMillan - Technical Writer	\$142.00	\$212.99	\$283.99	1/1/2025	6/30/2025	\$46.06	0.00%	
	\$149.10	\$223.64	\$298.19	7/1/2025	6/30/2026	\$48.36	5.00%	
	\$156.55	\$234.83	\$313.10	7/1/2026	6/30/2027	\$50.78	5.00%	
	\$164.38	\$246.57	\$328.76	7/1/2027	6/30/2028	\$53.32	5.00%	
	\$172.60	\$258.90	\$345.20	7/1/2028	6/30/2029	\$55.99	5.00%	
	\$181.23	\$271.84	\$362.46	7/1/2029	6/30/2030	\$58.79	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☒ Prime Consultant    ☐ Subconsultant    ☐ 2nd Tier Subconsultant

 Project No. DPW2024-005      Contract No. TBD      Participation Amount \$ TBD      Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Becky Davis - Administration	\$81.20	\$121.80	\$162.41	1/1/2025	6/30/2025	\$26.34	0.00%	
	\$85.26	\$127.89	\$170.53	7/1/2025	6/30/2026	\$27.66	5.00%	
	\$89.53	\$134.29	\$179.05	7/1/2026	6/30/2027	\$29.04	5.00%	
	\$94.00	\$141.00	\$188.00	7/1/2027	6/30/2028	\$30.49	5.00%	
	\$98.70	\$148.05	\$197.40	7/1/2028	6/30/2029	\$32.02	5.00%	
	\$103.64	\$155.46	\$207.27	7/1/2029	6/30/2030	\$33.62	5.00%	
Laurie DeLong - Administration	\$76.39	\$114.59	\$152.79	1/1/2025	6/30/2025	\$24.78	0.00%	
	\$80.21	\$120.32	\$160.43	7/1/2025	6/30/2026	\$26.02	5.00%	
	\$84.22	\$126.34	\$168.45	7/1/2026	6/30/2027	\$27.32	5.00%	
	\$88.43	\$132.65	\$176.87	7/1/2027	6/30/2028	\$28.69	5.00%	
	\$92.86	\$139.28	\$185.71	7/1/2028	6/30/2029	\$30.12	5.00%	
	\$97.50	\$146.25	\$195.00	7/1/2029	6/30/2030	\$31.63	5.00%	
Allison Edrington - Technical Writer	\$103.49	\$155.24	\$206.98	1/1/2025	6/30/2025	\$33.57	0.00%	
	\$108.67	\$163.00	\$217.33	7/1/2025	6/30/2026	\$35.25	5.00%	
	\$114.10	\$171.15	\$228.20	7/1/2026	6/30/2027	\$37.01	5.00%	
	\$119.80	\$179.71	\$239.61	7/1/2027	6/30/2028	\$38.86	5.00%	
	\$125.79	\$188.69	\$251.59	7/1/2028	6/30/2029	\$40.80	5.00%	
	\$132.08	\$198.13	\$264.17	7/1/2029	6/30/2030	\$42.84	5.00%	
April Wheeler - Administration	\$64.74	\$97.11	\$129.48	1/1/2025	6/30/2025	\$21.00	0.00%	
	\$67.98	\$101.97	\$135.95	7/1/2025	6/30/2026	\$22.05	5.00%	
	\$71.38	\$107.06	\$142.75	7/1/2026	6/30/2027	\$23.15	5.00%	
	\$74.94	\$112.42	\$149.89	7/1/2027	6/30/2028	\$24.31	5.00%	
	\$78.69	\$118.04	\$157.38	7/1/2028	6/30/2029	\$25.53	5.00%	
	\$82.63	\$123.94	\$165.25	7/1/2029	6/30/2030	\$26.80	5.00%	
Robert Brown - Senior Planner	\$202.14	\$303.21	\$404.29	1/1/2025	6/30/2025	\$65.57	0.00%	
	\$212.25	\$318.38	\$424.50	7/1/2025	6/30/2026	\$68.85	5.00%	
	\$222.86	\$334.29	\$445.73	7/1/2026	6/30/2027	\$72.29	5.00%	
	\$234.01	\$351.01	\$468.01	7/1/2027	6/30/2028	\$75.91	5.00%	
	\$245.71	\$368.56	\$491.41	7/1/2028	6/30/2029	\$79.70	5.00%	
	\$257.99	\$386.99	\$515.98	7/1/2029	6/30/2030	\$83.69	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant \_\_\_\_\_ ☒ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Project No. DPW2024-005 Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	<b>180.26%</b> Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= <b>10%</b>

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Trevor Parker - Senior Planner	<b>\$157.26</b>	\$235.89	\$314.51	1/1/2025	6/30/2025	<b>\$51.01</b>	0.00%	
	<b>\$165.12</b>	\$247.68	\$330.24	7/1/2025	6/30/2026	\$53.56	5.00%	
	<b>\$173.38</b>	\$260.06	\$346.75	7/1/2026	6/30/2027	\$56.24	5.00%	
	<b>\$182.04</b>	\$273.07	\$364.09	7/1/2027	6/30/2028	\$59.05	5.00%	
	<b>\$191.15</b>	\$286.72	\$382.29	7/1/2028	6/30/2029	\$62.00	5.00%	
	<b>\$200.70</b>	\$301.06	\$401.41	7/1/2029	6/30/2030	\$65.10	5.00%	
Justin Sousa - GIS Specialist	<b>\$106.11</b>	\$159.17	\$212.22	1/1/2025	6/30/2025	<b>\$34.42</b>	0.00%	
	<b>\$111.42</b>	\$167.13	\$222.84	7/1/2025	6/30/2026	\$36.14	5.00%	
	<b>\$116.99</b>	\$175.48	\$233.98	7/1/2026	6/30/2027	\$37.95	5.00%	
	<b>\$122.84</b>	\$184.26	\$245.68	7/1/2027	6/30/2028	\$39.85	5.00%	
	<b>\$128.98</b>	\$193.47	\$257.96	7/1/2028	6/30/2029	\$41.84	5.00%	
	<b>\$135.43</b>	\$203.14	\$270.86	7/1/2029	6/30/2030	\$43.93	5.00%	
Garrison Rees - Principal Planning	<b>\$191.91</b>	\$287.86	\$383.82	1/1/2025	6/30/2025	<b>\$62.25</b>	0.00%	
	<b>\$201.50</b>	\$302.26	\$403.01	7/1/2025	6/30/2026	\$65.36	5.00%	
	<b>\$211.58</b>	\$317.37	\$423.16	7/1/2026	6/30/2027	\$68.63	5.00%	
	<b>\$222.16</b>	\$333.24	\$444.32	7/1/2027	6/30/2028	\$72.06	5.00%	
	<b>\$233.27</b>	\$349.90	\$466.53	7/1/2028	6/30/2029	\$75.67	5.00%	
	<b>\$244.93</b>	\$367.39	\$489.86	7/1/2029	6/30/2030	\$79.45	5.00%	
Joseph Saler - Senior Scientist	<b>\$138.54</b>	\$207.82	\$277.09	1/1/2025	6/30/2025	<b>\$44.94</b>	0.00%	
	<b>\$145.47</b>	\$218.21	\$290.94	7/1/2025	6/30/2026	\$47.19	5.00%	
	<b>\$152.74</b>	\$229.12	\$305.49	7/1/2026	6/30/2027	\$49.55	5.00%	
	<b>\$160.38</b>	\$240.57	\$320.76	7/1/2027	6/30/2028	\$52.02	5.00%	
	<b>\$168.40</b>	\$252.60	\$336.80	7/1/2028	6/30/2029	\$54.62	5.00%	
	<b>\$176.82</b>	\$265.23	\$353.64	7/1/2029	6/30/2030	\$57.36	5.00%	
Ethan Lawton - Associate Planner	<b>\$100.90</b>	\$151.35	\$201.80	1/1/2025	6/30/2025	<b>\$32.73</b>	0.00%	
	<b>\$105.95</b>	\$158.92	\$211.89	7/1/2025	6/30/2026	\$34.37	5.00%	
	<b>\$111.24</b>	\$166.87	\$222.49	7/1/2026	6/30/2027	\$36.08	5.00%	
	<b>\$116.81</b>	\$175.21	\$233.61	7/1/2027	6/30/2028	\$37.89	5.00%	
	<b>\$122.65</b>	\$183.97	\$245.29	7/1/2028	6/30/2029	\$39.78	5.00%	
	<b>\$128.78</b>	\$193.17	\$257.56	7/1/2029	6/30/2030	\$41.77	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
 SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☒ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

 Project No. DPW2024-005 Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE =	10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Gretchen O'Brien - Senior Scientist	\$138.54	\$207.82	\$277.09	1/1/2025	6/30/2025	\$44.94	0.00%	
	\$145.47	\$218.21	\$290.94	7/1/2025	6/30/2026	\$47.19	5.00%	
	\$152.74	\$229.12	\$305.49	7/1/2026	6/30/2027	\$49.55	5.00%	
	\$160.38	\$240.57	\$320.76	7/1/2027	6/30/2028	\$52.02	5.00%	
	\$168.40	\$252.60	\$336.80	7/1/2028	6/30/2029	\$54.62	5.00%	
	\$176.82	\$265.23	\$353.64	7/1/2029	6/30/2030	\$57.36	5.00%	
Paul Stiles - Staff Scientist	\$77.07	\$115.61	\$154.14	1/1/2025	6/30/2025	\$25.00	0.00%	
	\$80.93	\$121.39	\$161.85	7/1/2025	6/30/2026	\$26.25	5.00%	
	\$84.97	\$127.46	\$169.94	7/1/2026	6/30/2027	\$27.56	5.00%	
	\$89.22	\$133.83	\$178.44	7/1/2027	6/30/2028	\$28.94	5.00%	
	\$93.68	\$140.52	\$187.36	7/1/2028	6/30/2029	\$30.39	5.00%	
	\$98.36	\$147.55	\$196.73	7/1/2029	6/30/2030	\$31.91	5.00%	
Kathryn Wendel - Staff Scientist	\$86.32	\$129.48	\$172.64	1/1/2025	6/30/2025	\$28.00	0.00%	
	\$90.64	\$135.95	\$181.27	7/1/2025	6/30/2026	\$29.40	5.00%	
	\$95.17	\$142.75	\$190.34	7/1/2026	6/30/2027	\$30.87	5.00%	
	\$99.93	\$149.89	\$199.85	7/1/2027	6/30/2028	\$32.41	5.00%	
	\$104.92	\$157.38	\$209.85	7/1/2028	6/30/2029	\$34.03	5.00%	
	\$110.17	\$165.25	\$220.34	7/1/2029	6/30/2030	\$35.74	5.00%	
Joanna Berg - Staff Scientist	\$104.82	\$157.23	\$209.63	1/1/2025	6/30/2025	\$34.00	0.00%	
	\$110.06	\$165.09	\$220.12	7/1/2025	6/30/2026	\$35.70	5.00%	
	\$115.56	\$173.34	\$231.12	7/1/2026	6/30/2027	\$37.49	5.00%	
	\$121.34	\$182.01	\$242.68	7/1/2027	6/30/2028	\$39.36	5.00%	
	\$127.41	\$191.11	\$254.81	7/1/2028	6/30/2029	\$41.33	5.00%	
	\$133.78	\$200.66	\$267.55	7/1/2029	6/30/2030	\$43.39	5.00%	
Leanna Brotherton - Staff Planner	\$77.07	\$115.61	\$154.14	1/1/2025	6/30/2025	\$25.00	0.00%	
	\$80.93	\$121.39	\$161.85	7/1/2025	6/30/2026	\$26.25	5.00%	
	\$84.97	\$127.46	\$169.94	7/1/2026	6/30/2027	\$27.56	5.00%	
	\$89.22	\$133.83	\$178.44	7/1/2027	6/30/2028	\$28.94	5.00%	
	\$93.68	\$140.52	\$187.36	7/1/2028	6/30/2029	\$30.39	5.00%	
	\$98.36	\$147.55	\$196.73	7/1/2029	6/30/2030	\$31.91	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☒ Prime Consultant    ☐ Subconsultant    ☐ 2nd Tier Subconsultant

 Project No. TBD    Contract No. TBD    Participation Amount \$ TBD    Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Jessica Day - Staff Planner	\$77.07	\$115.61	\$154.14	1/1/2025	6/30/2025	\$25.00	0.00%	
	\$80.93	\$121.39	\$161.85	7/1/2025	6/30/2026	\$26.25	5.00%	
	\$84.97	\$127.46	\$169.94	7/1/2026	6/30/2027	\$27.56	5.00%	
	\$89.22	\$133.83	\$178.44	7/1/2027	6/30/2028	\$28.94	5.00%	
	\$93.68	\$140.52	\$187.36	7/1/2028	6/30/2029	\$30.39	5.00%	
	\$98.36	\$147.55	\$196.73	7/1/2029	6/30/2030	\$31.91	5.00%	
Jason Island - Senior Engineer	\$239.20	\$358.80	\$478.40	1/1/2025	6/30/2025	\$77.59	0.00%	
	\$251.16	\$376.74	\$502.32	7/1/2025	6/30/2026	\$81.47	5.00%	
	\$263.72	\$395.58	\$527.43	7/1/2026	6/30/2027	\$85.54	5.00%	
	\$276.90	\$415.35	\$553.81	7/1/2027	6/30/2028	\$89.82	5.00%	
	\$290.75	\$436.12	\$581.50	7/1/2028	6/30/2029	\$94.31	5.00%	
	\$305.29	\$457.93	\$610.57	7/1/2029	6/30/2030	\$99.03	5.00%	
Samuel Heath - Project Engineer	\$125.84	\$188.76	\$251.68	1/1/2025	6/30/2025	\$40.82	0.00%	
	\$132.13	\$198.20	\$264.27	7/1/2025	6/30/2026	\$42.86	5.00%	
	\$138.74	\$208.11	\$277.48	7/1/2026	6/30/2027	\$45.00	5.00%	
	\$145.68	\$218.52	\$291.36	7/1/2027	6/30/2028	\$47.25	5.00%	
	\$152.96	\$229.44	\$305.92	7/1/2028	6/30/2029	\$49.62	5.00%	
	\$160.61	\$240.92	\$321.22	7/1/2029	6/30/2030	\$52.10	5.00%	
Jonathan Mendez - Project Engineer	\$133.67	\$200.51	\$267.35	1/1/2025	6/30/2025	\$43.36	0.00%	
	\$140.36	\$210.53	\$280.71	7/1/2025	6/30/2026	\$45.53	5.00%	
	\$147.37	\$221.06	\$294.75	7/1/2026	6/30/2027	\$47.80	5.00%	
	\$154.74	\$232.11	\$309.49	7/1/2027	6/30/2028	\$50.19	5.00%	
	\$162.48	\$243.72	\$324.96	7/1/2028	6/30/2029	\$52.70	5.00%	
	\$170.60	\$255.91	\$341.21	7/1/2029	6/30/2030	\$55.34	5.00%	
Justis Naulty - Staff Engineer	\$90.64	\$135.95	\$181.27	1/1/2025	6/30/2025	\$29.40	0.00%	
	\$95.17	\$142.75	\$190.34	7/1/2025	6/30/2026	\$30.87	5.00%	
	\$99.93	\$149.89	\$199.85	7/1/2026	6/30/2027	\$32.41	5.00%	
	\$104.92	\$157.38	\$209.85	7/1/2027	6/30/2028	\$34.03	5.00%	
	\$110.17	\$165.25	\$220.34	7/1/2028	6/30/2029	\$35.74	5.00%	
	\$115.68	\$173.52	\$231.35	7/1/2029	6/30/2030	\$37.52	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
 SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

Consultant \_\_\_\_\_ ☒ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

Project No. TBD Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Michael Lyell - Survey	\$117.86	\$176.79	\$235.72	1/1/2025	6/30/2025	\$38.23	0.00%	
	\$123.75	\$185.63	\$247.50	7/1/2025	6/30/2026	\$40.14	5.00%	
	\$129.94	\$194.91	\$259.88	7/1/2026	6/30/2027	\$42.15	5.00%	
	\$136.44	\$204.65	\$272.87	7/1/2027	6/30/2028	\$44.26	5.00%	
	\$143.26	\$214.89	\$286.51	7/1/2028	6/30/2029	\$46.47	5.00%	
	\$150.42	\$225.63	\$300.84	7/1/2029	6/30/2030	\$48.79	5.00%	
Benjamin Gagnon - Survey	\$70.91	\$106.36	\$141.81	1/1/2025	6/30/2025	\$23.00	0.00%	
	\$74.45	\$111.68	\$148.90	7/1/2025	6/30/2026	\$24.15	5.00%	
	\$78.17	\$117.26	\$156.35	7/1/2026	6/30/2027	\$25.36	5.00%	
	\$82.08	\$123.12	\$164.16	7/1/2027	6/30/2028	\$26.63	5.00%	
	\$86.19	\$129.28	\$172.37	7/1/2028	6/30/2029	\$27.96	5.00%	
	\$90.50	\$135.74	\$180.99	7/1/2029	6/30/2030	\$29.35	5.00%	
James Wilson - Survey	\$112.22	\$168.32	\$224.43	1/1/2025	6/30/2025	\$36.40	0.00%	
	\$117.83	\$176.74	\$235.65	7/1/2025	6/30/2026	\$38.22	5.00%	
	\$123.72	\$185.58	\$247.44	7/1/2026	6/30/2027	\$40.13	5.00%	
	\$129.90	\$194.86	\$259.81	7/1/2027	6/30/2028	\$42.14	5.00%	
	\$136.40	\$204.60	\$272.80	7/1/2028	6/30/2029	\$44.24	5.00%	
	\$143.22	\$214.83	\$286.44	7/1/2029	6/30/2030	\$46.46	5.00%	
Cameron Orsi - Survey	\$131.45	\$197.18	\$262.91	1/1/2025	6/30/2025	\$42.64	0.00%	
	\$138.03	\$207.04	\$276.05	7/1/2025	6/30/2026	\$44.77	5.00%	
	\$144.93	\$217.39	\$289.85	7/1/2026	6/30/2027	\$47.01	5.00%	
	\$152.17	\$228.26	\$304.35	7/1/2027	6/30/2028	\$49.36	5.00%	
	\$159.78	\$239.67	\$319.56	7/1/2028	6/30/2029	\$51.83	5.00%	
	\$167.77	\$251.66	\$335.54	7/1/2029	6/30/2030	\$54.42	5.00%	
Corbin White - Survey	\$84.16	\$126.24	\$168.32	1/1/2025	6/30/2025	\$27.30	0.00%	
	\$88.37	\$132.56	\$176.74	7/1/2025	6/30/2026	\$28.67	5.00%	
	\$92.79	\$139.18	\$185.58	7/1/2026	6/30/2027	\$30.10	5.00%	
	\$97.43	\$146.14	\$194.86	7/1/2027	6/30/2028	\$31.60	5.00%	
	\$102.30	\$153.45	\$204.60	7/1/2028	6/30/2029	\$33.18	5.00%	
	\$107.41	\$161.12	\$214.83	7/1/2029	6/30/2030	\$34.84	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☒ Prime Consultant    ☐ Subconsultant    ☐ 2nd Tier Subconsultant

 Project No. TBD    Contract No. TBD    Participation Amount \$ TBD    Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Ryan Knight - Survey	\$104.05	\$156.07	\$208.09	1/1/2025	6/30/2025	\$33.75	0.00%	
	\$109.25	\$163.87	\$218.50	7/1/2025	6/30/2026	\$35.44	5.00%	
	\$114.71	\$172.07	\$229.42	7/1/2026	6/30/2027	\$37.21	5.00%	
	\$120.45	\$180.67	\$240.89	7/1/2027	6/30/2028	\$39.07	5.00%	
	\$126.47	\$189.70	\$252.94	7/1/2028	6/30/2029	\$41.02	5.00%	
	\$132.79	\$199.19	\$265.59	7/1/2029	6/30/2030	\$43.07	5.00%	
John Burgmeier - Survey	\$63.51	\$95.26	\$127.01	1/1/2025	6/30/2025	\$20.60	0.00%	
	\$66.68	\$100.02	\$133.36	7/1/2025	6/30/2026	\$21.63	5.00%	
	\$70.02	\$105.02	\$140.03	7/1/2026	6/30/2027	\$22.71	5.00%	
	\$73.52	\$110.28	\$147.03	7/1/2027	6/30/2028	\$23.85	5.00%	
	\$77.19	\$115.79	\$154.39	7/1/2028	6/30/2029	\$25.04	5.00%	
	\$81.05	\$121.58	\$162.11	7/1/2029	6/30/2030	\$26.29	5.00%	
Walter White - Surveyor	\$197.30	\$295.95	\$394.61	1/1/2025	6/30/2025	\$64.00	0.00%	
	\$207.17	\$310.75	\$414.34	7/1/2025	6/30/2026	\$67.20	5.00%	
	\$217.53	\$326.29	\$435.05	7/1/2026	6/30/2027	\$70.56	5.00%	
	\$228.40	\$342.60	\$456.81	7/1/2027	6/30/2028	\$74.09	5.00%	
	\$239.82	\$359.73	\$479.65	7/1/2028	6/30/2029	\$77.79	5.00%	
	\$251.81	\$377.72	\$503.63	7/1/2029	6/30/2030	\$81.68	5.00%	
Dave Gonzales - Materials Testing	\$135.89	\$203.84	\$271.78	1/1/2025	6/30/2025	\$44.08	0.00%	
	\$142.69	\$214.03	\$285.37	7/1/2025	6/30/2026	\$46.28	5.00%	
	\$149.82	\$224.73	\$299.64	7/1/2026	6/30/2027	\$48.60	5.00%	
	\$157.31	\$235.97	\$314.63	7/1/2027	6/30/2028	\$51.03	5.00%	
	\$165.18	\$247.77	\$330.36	7/1/2028	6/30/2029	\$53.58	5.00%	
	\$173.44	\$260.16	\$346.87	7/1/2029	6/30/2030	\$56.26	5.00%	
Anson Call - Materials Testing	\$116.78	\$175.17	\$233.56	1/1/2025	6/30/2025	\$37.88	0.00%	
	\$122.62	\$183.93	\$245.24	7/1/2025	6/30/2026	\$39.77	5.00%	
	\$128.75	\$193.12	\$257.50	7/1/2026	6/30/2027	\$41.76	5.00%	
	\$135.19	\$202.78	\$270.37	7/1/2027	6/30/2028	\$43.85	5.00%	
	\$141.95	\$212.92	\$283.89	7/1/2028	6/30/2029	\$46.04	5.00%	
	\$149.04	\$223.56	\$298.09	7/1/2029	6/30/2030	\$48.35	5.00%	

(Add pages as necessary)

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
 SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
 (CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☒ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

 Project No. TBD Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range - for Classifications Only
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	
Kendall Wieman - Materials Testing	\$95.57	\$143.35	\$191.14	1/1/2025	6/30/2025	\$31.00	0.00%	
	\$100.35	\$150.52	\$200.69	7/1/2025	6/30/2026	\$32.55	5.00%	
	\$105.36	\$158.05	\$210.73	7/1/2026	6/30/2027	\$34.18	5.00%	
	\$110.63	\$165.95	\$221.27	7/1/2027	6/30/2028	\$35.89	5.00%	
	\$116.16	\$174.25	\$232.33	7/1/2028	6/30/2029	\$37.68	5.00%	
	\$121.97	\$182.96	\$243.95	7/1/2029	6/30/2030	\$39.56	5.00%	
Zachary Arnold - Materials Testing	\$84.75	\$127.12	\$169.50	1/1/2025	6/30/2025	\$27.49	0.00%	
	\$88.99	\$133.48	\$177.97	7/1/2025	6/30/2026	\$28.86	5.00%	
	\$93.43	\$140.15	\$186.87	7/1/2026	6/30/2027	\$30.31	5.00%	
	\$98.11	\$147.16	\$196.21	7/1/2027	6/30/2028	\$31.82	5.00%	
	\$103.01	\$154.52	\$206.02	7/1/2028	6/30/2029	\$33.41	5.00%	
	\$108.16	\$162.24	\$216.32	7/1/2029	6/30/2030	\$35.08	5.00%	
Kelsee Holland - Materials Testing	\$92.49	\$138.73	\$184.97	1/1/2025	6/30/2025	\$30.00	0.00%	
	\$97.11	\$145.67	\$194.22	7/1/2025	6/30/2026	\$31.50	5.00%	
	\$101.97	\$152.95	\$203.93	7/1/2026	6/30/2027	\$33.08	5.00%	
	\$107.06	\$160.60	\$214.13	7/1/2027	6/30/2028	\$34.73	5.00%	
	\$112.42	\$168.63	\$224.83	7/1/2028	6/30/2029	\$36.47	5.00%	
	\$118.04	\$177.06	\$236.08	7/1/2029	6/30/2030	\$38.29	5.00%	
Skilynn Campbell - Materials Testing	\$67.82	\$101.73	\$135.65	1/1/2025	6/30/2025	\$22.00	0.00%	
	\$71.21	\$106.82	\$142.43	7/1/2025	6/30/2026	\$23.10	5.00%	
	\$74.77	\$112.16	\$149.55	7/1/2026	6/30/2027	\$24.26	5.00%	
	\$78.51	\$117.77	\$157.03	7/1/2027	6/30/2028	\$25.47	5.00%	
	\$82.44	\$123.66	\$164.88	7/1/2028	6/30/2029	\$26.74	5.00%	
	\$86.56	\$129.84	\$173.12	7/1/2029	6/30/2030	\$28.08	5.00%	
Robert Lucariello - Inspector	\$123.31	\$184.97	\$246.63	1/1/2025	6/30/2025	\$40.00	0.00%	
	\$129.48	\$194.22	\$258.96	7/1/2025	6/30/2026	\$42.00	5.00%	
	\$135.95	\$203.93	\$271.91	7/1/2026	6/30/2027	\$44.10	5.00%	
	\$142.75	\$214.13	\$285.50	7/1/2027	6/30/2028	\$46.31	5.00%	
	\$149.89	\$224.83	\$299.78	7/1/2028	6/30/2029	\$48.62	5.00%	
	\$157.38	\$236.08	\$314.77	7/1/2029	6/30/2030	\$51.05	5.00%	

(Add pages as necessary)

#### **M. Temporary Substitute Autos – Physical Damage**

1. The following is added to **Section I – Covered Autos**:

##### **Temporary Substitute Autos – Physical Damage**

If Physical Damage Coverage is provided by this Coverage Form on your owned covered "autos", the following types of vehicles are also covered "autos" for Physical Damage Coverage:

Any "auto" you do not own when used with the permission of its owner as a temporary substitute for a covered "auto" you do own but is out of service because of its:

1. Breakdown;
  2. Repair;
  3. Servicing;
  4. "Loss"; or
  5. Destruction.
2. The following is added to the Paragraph **A. Coverage** Provision of the **Physical Damage Coverage** Section:

##### **Temporary Substitute Autos – Physical Damage**

We will pay the owner for "loss" to the temporary substitute "auto" unless the "loss" results from fraudulent acts or omissions on your part. If we make any payment to the owner, we will obtain the owner's rights against any other party.

The deductible for the temporary substitute "auto" will be the same as the deductible for the covered "auto" it replaces.

#### **N. Amended Duties In The Event Of Accident, Claim, Suit Or Loss**

Paragraph **a.** of the **Duties In The Event Of Accident, Claim, Suit Or Loss** Condition is replaced by the following:

- a. In the event of "accident", claim, "suit" or "loss", you must give us or our authorized representative prompt notice of the "accident", claim, "suit" or "loss". However, these duties only apply when the "accident", claim, "suit" or "loss" is known to you (if you are an individual), a partner (if you are a partnership), a member (if you are a limited liability company) or an executive officer or insurance manager (if you are a corporation). The failure of any agent, servant or employee of the "insured" to notify us of any "accident", claim, "suit" or "loss" shall not invalidate the insurance afforded by this policy.

Include, as soon as practicable:

- (1) How, when and where the "accident" or "loss" occurred, and if a claim is made or "suit" is brought, written notice of the claim or "suit" including, but not limited to, the date and details of such claim or "suit";
- (2) The "insured's" name and address; and
- (3) To the extent possible, the names and addresses of any injured persons and witnesses.

If you report an "accident", claim, "suit" or "loss" to another insurer when you should have reported to us, your failure to report to us will not be seen as a violation of these amended duties provided you give us notice as soon as practicable after the fact of the delay becomes known to you.

#### **O. Waiver of Transfer Of Rights Of Recovery Against Others To Us**

The following is added to the **Transfer Of Rights Of Recovery Against Others To Us** Condition:

This Condition does not apply to the extent required of you by a written contract, executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by such contract. This waiver only applies to the person or organization designated in the contract.



## Coverage Extension Endorsement

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer No.	Add'l. Prem	Return Prem.
BAP 3757423-09	07/01/2024	07/01/2025	07/01/2024		---	---

### THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

**Business Auto Coverage Form**  
**Motor Carrier Coverage Form**

#### A. Amended Who Is An Insured

1. The following is added to the **Who Is An Insured** Provision in **Section II – Covered Autos Liability Coverage**:

The following are also "insureds":

- Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow for acts performed within the scope of employment by you. Any "employee" of yours is also an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.
- Anyone volunteering services to you is an "insured" while using a covered "auto" you don't own, hire or borrow to transport your clients or other persons in activities necessary to your business.
- Anyone else who furnishes an "auto" referenced in Paragraphs **A.1.a.** and **A.1.b.** in this endorsement.
- Where and to the extent permitted by law, any person(s) or organization(s) where required by written contract or written agreement with you executed prior to any "accident", including those person(s) or organization(s) directing your work pursuant to such written contract or written agreement with you, provided the "accident" arises out of operations governed by such contract or agreement and only up to the limits required in the written contract or written agreement, or the Limits of Insurance shown in the Declarations, whichever is less.

2. The following is added to the **Other Insurance** Condition in the Business Auto Coverage Form and the **Other Insurance – Primary and Excess Insurance Provisions Condition** in the Motor Carrier Coverage Form:

Coverage for any person(s) or organization(s), where required by written contract or written agreement with you executed prior to any "accident", will apply on a primary and non-contributory basis and any insurance maintained by the additional "insured" will apply on an excess basis. However, in no event will this coverage extend beyond the terms and conditions of the Coverage Form.

All other terms, conditions, provisions and exclusions of this policy remain the same.

## WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

<b>Name Of Person Or Organization:</b>
<b>Where required by written contract</b>
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.

**POLICY NUMBER: 0310-4497**

**COMMERCIAL GENERAL LIABILITY**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **PRIMARY AND NON-CONTRIBUTORY**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Notwithstanding any other provision of this policy to the contrary, the insurance afforded to an additional insured under this policy will be primary to, and non-contributory with, any other insurance available to that person or organization in the event a contract or agreement you enter into requires you to furnish insurance to that person or organization of the type provided by this policy.

POLICY NUMBER: 0310-4497

COMMERCIAL GENERAL LIABILITY  
CG 20 37 10 01

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

<b>Name of Person or Organization:</b>  <b>Where required by written contract</b>
<b>Location And Description of Completed Operations:</b>  <b>Where required by written contract</b>
<b>Additional Premium:</b>  N/A

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

**Section II – Who Is An Insured** is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" at the location designated and described in the schedule of this endorsement performed for that insured and included in the "products-completed operations hazard".

POLICY NUMBER: 0310-4497

COMMERCIAL GENERAL LIABILITY  
CG 20 10 10 01

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
CONTRACTORS – SCHEDULED PERSON OR  
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**Name of Person or Organization:**

**Where required by written contract**

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

**A. Section II – Who Is An Insured** is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

**B.** With respect to the insurance afforded to these additional insureds, the following exclusion is added:

**2. Exclusions**

This insurance does not apply to "bodily injury" or "property damage" occurring after:

- (1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
- (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

AGENCY CUSTOMER ID: \_\_\_\_\_  
LOC #: \_\_\_\_\_



## ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY Willis Towers Watson Northeast, Inc.		NAMED INSURED GHD Inc. 4747 N. 22nd Street, Suite 200 Phoenix, AZ 85016
POLICY NUMBER See Page 1		
CARRIER See Page 1	NAIC CODE See Page 1	EFFECTIVE DATE: See Page 1

### ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Cross Liability/Severability of Interests is included under General Liability, Auto Liability and Umbrella/Excess Liability.

County, and its agents, officers, officials, employees and volunteers are included as Additional Insureds as respects to General Liability, Auto Liability and Umbrella/Excess Liability where required by contract or agreement.

General Liability, Auto Liability and Umbrella/Excess Liability policies shall be Primary and Non-contributory with any other insurance in force for or which may be purchased by Additional Insureds, where required by contract or agreement.

Waiver of Subrogation applies in favor of Additional Insureds with respects to General Liability, Auto Liability and Umbrella/Excess Liability, where required by contract or agreement



# CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 2

DATE (MM/DD/YYYY)  
02/04/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Northeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C No. Ext): 1-877-945-7378 FAX (A/C No.): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com
INSURED GHD Inc. 4747 N. 22nd Street, Suite 200 Phoenix, AZ 85016	INSURER(S) AFFORDING COVERAGE INSURER A: Allied World Assurance Company US Inc 19489 INSURER B: Zurich American Insurance Company 16535 INSURER C: Beazley Insurance Company Inc 37540 INSURER D: INSURER E: INSURER F:

## COVERAGES

CERTIFICATE NUMBER: W37666181

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			0310-4497	12/01/2024	12/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 50,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY Coil Ded: \$500 <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY Comp Ded: \$250			BAP 3757423-09	07/01/2024	07/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Hired Physical Damage \$ 100,000.00
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			0310-4498	12/01/2024	12/01/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	WC 0380936-09	07/01/2024	07/01/2025	<input checked="" type="checkbox"/> PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			V29594240601	12/01/2024	12/01/2025	Each Claim: \$4,000,000 Aggregate: \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

GHD Project no.: 12656984, On-call design engineering and/or environmental services RFQ No. DPW2024-005

Umbrella/Excess Liability follows form over General Liability, Auto Liability and Employer's Liability.

Contractual Liability is included under General Liability and Auto Liability.

## CERTIFICATE HOLDER

## CANCELLATION

County of Humboldt Attn: Risk Management 825 Fifth Street, Room 131 Eureka, CA 95501	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Patricia A. Jony</i>
---	--

© 1988-2016 ACORD CORPORATION. All rights reserved.

## **Attachment M – Liability Insurance**

## INSTRUCTIONS FOR COMPLETING EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient at the initiation or receipt of covered federal action or a material change to previous filing pursuant to title 31 U.S.C. Section 1352. The filing of a form is required for such payment or agreement to make payment to lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress or an employee of a Member of Congress in connection with a covered federal action. Attach a continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is or has been secured to influence, the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last, previously submitted report by this reporting entity for this covered federal action.
4. Enter the full name, address, city, state, and zip code of the reporting entity. Include Congressional District if known. Check the appropriate classification of the reporting entity that designates if it is or expects to be a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the first tier. Subawards include but are not limited to: subcontracts, subgrants, and contract awards under grants.
5. If the organization filing the report in Item 4 checks "Subawardee" then enter the full name, address, city, state, and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organization level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identification in item 1 (e.g., Request for Proposal (RFP) number, Invitation for Bid (IFB) number, grant announcement number, the contract grant, or loan award number, the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered federal action where there has been an award or loan commitment by the Federal agency, enter the federal amount of the award/loan commitments for the prime entity identified in item 4 or 5.
10. Enter the full name, address, city, state, and zip code of the lobbying entity engaged by the reporting entity identified in Item 4 to influence the covered federal action.
11. Enter the full names of the individual(s) performing services and include full address if different from 10 (a). Enter Last Name, First Name and Middle Initial (MI).
12. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (Item 4) to the lobbying entity (Item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
13. Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
14. Check all boxes that apply. If other, specify nature.
15. Provide a specific and detailed description of the services that the lobbyist has performed or will be expected to perform and the date(s) of any services rendered. Include all preparatory and related activity not just time spent in actual contact with federal officials. Identify the federal officer(s) or employee(s) contacted or the officer(s) employee(s) or Member(s) of Congress that were contacted.
16. Check whether or not a continuation sheet(s) is attached.
17. The certifying official shall sign and date the form, and print his/her name title and telephone number.

Public reporting burden for this collection of information is estimated to average 30-minutes per response, including time for reviewing instruction, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503. SF-LLL-Instructions Rev. 06-04

## EXHIBIT 10-Q DISCLOSURE OF LOBBYING ACTIVITIES

COMPLETE THIS FORM TO DISCLOSE LOBBYING ACTIVITIES PURSUANT TO 31 U.S.C. 1352

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input checked="" type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. initial <input type="checkbox"/> b. material change  For Material Change Only: year _____ quarter _____ date of last report _____
--	--	---

<b>4. Name and Address of Reporting Entity</b>  <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known  Congressional District, if known _____	<b>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime:</b> N/A  Congressional District, if known _____
---	---

<b>6. Federal Department/Agency:</b> N/A	<b>7. Federal Program Name/Description:</b> N/A  CFDA Number, if applicable _____
---	---

<b>8. Federal Action Number, if known:</b> N/A	<b>9. Award Amount, if known:</b> N/A
---	--

<b>10. Name and Address of Lobby Entity</b> (If individual, last name, first name, MI) N/A  (attach Continuation Sheet(s) if necessary)	<b>11. Individuals Performing Services</b> (including address if different from No. 10) (last name, first name, MI) N/A  (attach Continuation Sheet(s) if necessary)
---	---

<b>12. Amount of Payment (check all that apply)</b> \$ _____ N/A <input type="checkbox"/> actual <input type="checkbox"/> planned	<b>14. Type of Payment (check all that apply)</b> <input type="checkbox"/> a. retainer <input type="checkbox"/> b. one-time fee                  N/A <input type="checkbox"/> c. commission <input type="checkbox"/> d. contingent fee <input type="checkbox"/> e. deferred <input type="checkbox"/> f. other, specify _____
--	--

<b>13. Form of Payment (check all that apply):</b> N/A <input type="checkbox"/> a. cash <input type="checkbox"/> b. in-kind; specify: nature _____ Value _____	<b>15. Brief Description of Services Performed or to be performed and Date(s) of Service, including officer(s), employee(s), or member(s) contacted, for Payment Indicated in Item 12:</b> N/A  (attach Continuation Sheet(s) if necessary)
---	--

<b>16. Continuation Sheet(s) attached:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>17. Information requested through this form is authorized by Title 31 U.S.C. Section 1352.</b> This disclosure of lobbying reliance was placed by the tier above when his transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.  Signature: <u>Josh Wolf</u> Print Name: <u>Josh Wolf</u> Title: <u>Business Group Leader</u> Telephone No.: <u>707-443-8326</u> Date: <u>1/9/25</u>
--	--

**Attachment L – Disclosure of Lobbying Activities (Exhibit 10-Q)**

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - 23 CFR Part 172.11(c)(4)
- False Claims Act - Title 31 U.S.C. Sections 3729-3733
- Statements or entries generally - Title 18 U.S.C. Section 1001
- Major Fraud Act - Title 18 U.S.C. Section 1031

### All A&E Contract Information:

- Total participation amount 11,000,000.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 2
- Years of consultant's experience with 48 CFR Part 31 is 25
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☐

CPA ICR Audit ☐

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with Title 23 U.S.C. Section 112(b)(2), 48 CFR Part 31, 23 CFR Part 172, and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Brenda Sigler

Title:\*\* CFO

Signature: 

Date: 01/16/2025

Phone:\*\* (707) 441-8855

Email:\*\* bsigler@shn-engr.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

---

California Department of Transportation

## Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: SHN Consulting Engineers & Geologists, Inc.

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

### Indirect Cost Rate (ICR):

Combined Rate: 180.26 Or

Home Office Rate: \_\_\_\_\_ and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): \_\_\_\_\_

Fiscal Period: 1/1/23-12/31/23

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in Title 23, United States Code (U.S.C.) Section 112(b)(2); 48 CFR Part 31.201-2(d); 23 CFR, Chapter 1, Part 172.11(a)(2); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

### All A&E Contract Information:

- Total participation amount 0.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 2
- Years of consultant's experience with 48 CFR Part 31 is 32
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☐


CPA ICR Audit ☐

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Natalie Saylor

Title:\*\* President

Signature: 

Date: 01/09/2025

Phone:\*\* (415) 399-9990

Email:\*\* nsaylor@saylorconsulting.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

---

## California Department of Transportation

### Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: N. SAYLOR CONSULTING GROUP, INC.

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

#### Indirect Cost Rate (ICR):

Combined Rate: \_\_\_\_\_ Or

Home Office Rate: 109.27 and Field Office Rate (if applicable): 105.07

Facilities Capital Cost of Money (if applicable): 0.00

Fiscal Period\*: 01/01/2023-12/31/2023

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

#### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

### All A&E Contract Information:

- Total participation amount 595,000.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 2
- Years of consultant's experience with 48 CFR Part 31 is 8
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☒

Local Govt ICR Audit ☐

Caltrans ICR Audit ☒

CPA ICR Audit ☒

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Michael D. Pulley

Title:\*\* President

Signature: Michael Pulley Digitally signed by Michael Pulley  
Date: 2025.02.04 13:03:56 -08'00'

Date: 02/04/2025

Phone:\*\* (707) 840-9510

Email:\*\* pulley@pointswestsurveying.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

---

## California Department of Transportation

### Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: Points West Surveying Company

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

#### Indirect Cost Rate (ICR):

Combined Rate: 102.95 Or

Home Office Rate: \_\_\_\_\_ and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): \_\_\_\_\_

Fiscal Period:\* 1/1/2023-12/31/2023

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

#### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23, United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\);](#) and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

### All A&E Contract Information:

- Total participation amount 15,000,000.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 1
- Years of consultant's experience with 48 CFR Part 31 is 31
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☐

CPA ICR Audit ☒

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Frank Wang

Title:\*\* Principal

Signature: Frank Y. Wang

Date: 06/20/2024

Phone:\*\* (408) 452-9000

Email:\*\* fwang@parikhnet.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

California Department of Transportation

## Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: PARIKH Consultants, Inc.

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

### Indirect Cost Rate (ICR):

Combined Rate: 161.96 Or

Home Office Rate: 161.96 and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): \_\_\_\_\_

Fiscal Period:\* 2/1/2023 - 1/31/2024

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\);](#) and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - 23 CFR Part 172.11(c)(4)
- False Claims Act - Title 31 U.S.C. Sections 3729-3733
- Statements or entries generally - Title 18 U.S.C. Section 1001
- Major Fraud Act - Title 18 U.S.C. Section 1031

### All A&E Contract Information:

- Total participation amount TBD on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 2
- Years of consultant's experience with 48 CFR Part 31 is 35
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☐

CPA ICR Audit ☐

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with Title 23 U.S.C. Section 112(b)(2), 48 CFR Part 31, 23 CFR Part 172, and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Robert L. Morrison Jr.

Title:\*\* President

Signature: 

Date: 1/17/25

Phone:\*\* (530) 246-8628

Email:\*\* bmorrison@morrisonstructures.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

---

California Department of Transportation

## Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: Morrison Structures, Inc.

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

### Indirect Cost Rate (ICR):

Combined Rate: 167.90 Or

Home Office Rate: \_\_\_\_\_ and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): \_\_\_\_\_

Fiscal Period:\* 11/1/23-10/31/24

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in Title 23, United States Code (U.S.C.) Section 112(b)(2); 48 CFR Part 31.201-2(d); 23 CFR, Chapter 1, Part 172.11(a)(2); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

### All A&E Contract Information:

- Total participation amount 5,000,000.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 1
- Years of consultant's experience with 48 CFR Part 31 is 5
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☐

CPA ICR Audit ☐

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Bob Morrison

Title:\*\* Vice President

Signature: 

Date: 06/06/2024

Phone:\*\* (916) 717-7069

Email:\*\* b Morrison@monumentrow.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

California Department of Transportation

## Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: Monument ROW

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

### Indirect Cost Rate (ICR):

Combined Rate: 101.30 Or

Home Office Rate: \_\_\_\_\_ and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): \_\_\_\_\_

Fiscal Period:\* 01/01/2023-12/31/2023

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\);](#) and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

### All A&E Contract Information:

- Total participation amount 117,289.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 1
- Years of consultant's experience with 48 CFR Part 31 is 9
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☒

CPA ICR Audit ☐

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Dimitra Zalarvis-Chase

Title:\*\* Owner/Principal

Signature: Dimitra Zalarvi-Chase Digitally signed by Dimitra Zalarvi-Chase  
Date: 2025.01.21 17:05:48 -08'00'

Date: 01/21/2025

Phone:\*\* (707) 599-9842

Email:\*\* dimitra@dzcarc.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

California Department of Transportation

## Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: DZC Archaeology & Cultural Resource Consulting, LLC

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

### Indirect Cost Rate (ICR):

Combined Rate: 140.00 Or

Home Office Rate: \_\_\_\_\_ and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): \_\_\_\_\_

Fiscal Period:\* Jan1, 2023- Dec 31, 2023

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\);](#) and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

### All A&E Contract Information:

- Total participation amount 8,000,000.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 1
- Years of consultant's experience with 48 CFR Part 31 is 12
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☒

CPA ICR Audit ☐

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Lesli Hunter

Title:\*\* CFO

Signature: Lesli Hunter Digitally signed by Lesli Hunter  
Date: 2024.06.17 16:06:39 -07'00'

Date: 01/06/2025

Phone:\*\* (916) 607-4354

Email:\*\* lesli.hunter@crawford-inc.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

California Department of Transportation

## Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: Crawford & Associates, Inc

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

### Indirect Cost Rate (ICR):

Combined Rate: 223.25 Or

Home Office Rate: \_\_\_\_\_ and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): \_\_\_\_\_

Fiscal Period\*: 01/01/2023 - 12/31/2023

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\);](#) and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

### All A&E Contract Information:

- Total participation amount 35,000,000.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 2
- Years of consultant's experience with 48 CFR Part 31 is 30
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☐


CPA ICR Audit ☒

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Mahvash harms

Title:\*\* Vice President

Signature: 

Date: 01/13/2025

Phone:\*\* (408) 550-8528

Email:\*\* mharms@biggscardosa.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

California Department of Transportation

## Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: Biggs Cardosa Associates, Inc.

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

### Indirect Cost Rate (ICR):

Combined Rate: 159.59 Or

Home Office Rate: \_\_\_\_\_ and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): \_\_\_\_\_

Fiscal Period:\* 01/01/2023 - 12/31/2023

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\);](#) and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

- Ability to accumulate and segregate allowable direct costs by project, contract and type of cost;
- Internal controls to maintain integrity of financial management system;
- Ability to account and record costs consistently and to ensure costs billed are in compliance with FAR;
- Ability to ensure and demonstrate costs billed reconcile to general ledgers and job costing system; and
- Ability to ensure costs are in compliance with contract terms and federal and state requirements.

### Cost Reimbursements on Contracts:

I also understand that failure to comply with 48 CFR Part 16.301-3 or knowingly charge unallowable costs to Federal-Aid Highway Program (FAHP) contracts may result in possible penalties and sanctions as provided by the following:

- Sanctions and Penalties - [23 CFR Part 172.11\(c\)\(4\)](#)
- False Claims Act - [Title 31 U.S.C. Sections 3729-3733](#)
- Statements or entries generally - [Title 18 U.S.C. Section 1001](#)
- Major Fraud Act - [Title 18 U.S.C. Section 1031](#)

### All A&E Contract Information:

- Total participation amount 214,000,000.00 on all State and FAHP contracts for Architectural & Engineering services that the consultant received in the last three fiscal periods.
- The number of states in which the consultant does business is 35
- Years of consultant's experience with 48 CFR Part 31 is 15+
- Identify the type of audits listed below that the consultant has had performed (if applicable):

Cognizant ICR Audit ☐

Local Govt ICR Audit ☐

Caltrans ICR Audit ☐

CPA ICR Audit ☒

Federal Govt ICR Audit ☐

I, the undersigned, certify all of the above to the best of my knowledge and belief and that I have reviewed the ICR Schedule to determine that any costs which are expressly unallowable under the Federal cost principles have been removed and comply with [Title 23 U.S.C. Section 112\(b\)\(2\)](#), [48 CFR Part 31](#), [23 CFR Part 172](#), and all applicable state and federal rules and regulations. I also certify that I understand that all documentation of compliance must be retained by the consultant. I hereby acknowledge that costs that are noncompliant with the federal and state requirements are not eligible for reimbursement and must be returned to Caltrans.

Name:\*\* Raul Rosa Casado

Title:\*\* Controller

Signature: 

Date: 01/23/2025

Phone:\*\* (201) 247-6969

Email:\*\* raul.rosa@ghd.com

\*\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President, a Chief Financial Officer, or equivalent, who has authority to represent the financial information used to establish the indirect cost rate.

Note: Both prime and subconsultants as parties of a contract must complete their own forms. Caltrans will not process local agency's invoices until a complete form is accepted and approved by the Independent Office of Audits and Investigations.



# Inspector General

California Department of Transportation

## Certification of Indirect Costs and Financial Management System

(Note: If a Safe Harbor Indirect Cost Rate is approved, this form is not required)

Consultant's Full Legal Name: GHD Inc

**Important:** Consultant means the individual or consultant providing engineering and design related services as a party of a contract with a recipient or sub-recipient of Federal assistance. Therefore, the Indirect Cost Rate(s) shall not be combined with its parent company or subsidiaries.

### Indirect Cost Rate (ICR):

Combined Rate: 173.81 Or

Home Office Rate: \_\_\_\_\_ and Field Office Rate (if applicable): \_\_\_\_\_

Facilities Capital Cost of Money (if applicable): 0.76

Fiscal Period\*: 7/1/2023 - 6/30/2024

\* Fiscal period is annual one year applicable accounting period that the ICR was developed (not the contract period). The ICR is based on the consultant's one-year applicable accounting period for which financial statements are regularly prepared by the consultant.

I have reviewed the proposal to establish an ICR(s) for the fiscal period as specified above and have determined to the best of my knowledge and belief that:

- All costs included in the cost proposal to establish the ICR(s) are allowable in accordance with the cost principles of the Federal Acquisition Regulation (FAR) 48, Code of Federal Regulations (CFR), Chapter 1, Part 31 (48 CFR Part 31).
- The cost proposal does not include any costs which are expressly unallowable under the cost principles of 48 CFR Part 31.
- The accounting treatment and billing of prevailing wage delta costs are consistent with our prevailing wage policy as either direct labor, indirect costs, or other direct costs on all federally-funded A&E Consultant Contracts.
- All known material transactions or events that have occurred subsequent to year-end affecting the consultant's ownership, organization, and indirect cost rates have been disclosed as of the date of this certification.

I am providing the required and applicable documents as instructed on the Financial Document Review Request form.

### Financial Management System:

Our labor charging, job costing, and accounting systems meet the standards for financial reporting, accounting records, and internal control adequate to demonstrate that costs claimed have been incurred, appropriately accounted for, are allocable to the contract, and comply with the federal requirements as set forth in [Title 23 United States Code \(U.S.C.\) Section 112\(b\)\(2\); 48 CFR Part 31.201-2\(d\); 23 CFR, Chapter 1, Part 172.11\(a\)\(2\)](#); and all applicable state and federal rules and regulations.

Our financial management system has the following attributes:

- Account numbers identifying allowable direct, indirect, and unallowable cost accounts;
- Ability to accumulate and segregate allowable direct, indirect, and unallowable costs into separate cost accounts;

**Attachment K – Inspector General’s Certification of Indirect Costs and Financial Management System**

**INSTRUCTIONS – FINAL REPORT-UTILIZATION OF DISADVANTAGED BUSINESS ENTERPRISES (DBE) FOR ON-CALL CONTRACTS AND FIRST-TIER SUBCONSULTANTS**

1. **Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
2. **Local Agency** - Enter the name of the local or regional agency that is funding the contract.
3. **Contract Completion Date** - Enter the date the contract was completed.
4. **Consultant** - Enter the consultant's firm name.
5. **Business Address** - Enter the consultant's business address.
6. **Original Contract Amount** - Enter the original on-call contract amount.
7. **Final Contract Amount** - Enter the total final amount for the contract.
8. **Task Order Number** - Enter task order or work order number.
9. **FPN** - Enter Federal Project Number that corresponds to task order.
10. **Task Order Description** - Enter the description of the task order.
11. **Contract Payments** - Enter all non-DBE and DBE actual total payment amounts.
12. **Date Work Completed** - Enter the date the subconsultant's item work was completed.
13. **Date of Final Payment** - Enter the date when the prime consultant made the final payment to the subconsultant for the portion of work listed as being completed.
14. **Original DBE Commitment Amount** - Enter the "Total Claimed DBE Participation Dollars" from Exhibit 10-O2 for the contract.
15. **Total** - Verify autosum of the "Contract Payments" Non-DBE and DBE columns.
16. **Explanation Box:** If original DBE commitment does not match or exceed actual utilization, please explain.
17. **Consultant Representative's Name** - Enter the name of the person preparing and signing the form.
18. **Phone** - Enter the area code and telephone number of the person signing the form.
19. **Date** - Enter the date the form is signed by the consultant's preparer.
20. **Local Agency Representative's Signature** - A Local Agency Representative must sign their name to certify that the contracting records of the DBE(s) has been monitored.
21. **Local Agency Representative's Name** - Enter the name of the Local Agency Representative signing the form.
22. **Phone** - Enter the area code and telephone number of the person signing the form.
23. **Date** - Enter the date the form is signed by the Local Agency Representative.
24. **Consultant Representative's Signature** - The person completing the form on behalf of the consultant's firm must sign their name.

**EXHIBIT 17-F FINAL REPORT-UTILIZATION OF DISADVANTAGED BUSINESS ENTERPRISES for On-call Contracts**

1. Local Agency Contract Number		2. Local Agency			3. Contract Completion Date	
4. Consultant		5. Business Address		6. Original Contract Amount		7. Final Contract Amount
8.Task Order Number	9.Federal Project Number	10. Task Order Description	11. Contract Payments		12. Date Work Completed	13. Date of Final Payment
			Non-DBE	DBE		
14. ORIGINAL DBE COMMITMENT AMOUNT \$			15. TOTAL for Task Orders \$ 0.00		0.00	0.00

List actual amount paid to all DBEs and non -DBEs for all task orders. If actual DBE utilization percentage (or item of work) was less than that approved at the time of award, provide comments in Explanation Box.

16.Explanation Box:			
I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND CORRECT			
17. Consultant Representative's Signature	18.Consultant Representative's Name	19. Phone	20. Date
I CERTIFY THAT THE CONTRACTING RECORDS OF THE DBE(S) HAS BEEN MONITORED			
21. Local Agency Representative's Signature	22. Local Agency Representative's Name	23. Phone	24. Date

DISTRIBUTION: Original – Local Agency, Copy – Caltrans District Local Assistance Engineer, include with Final Report of Expenditures.

**ADA NOTICE:** For individuals with sensory disabilities, this document is available in alternate formats. For information, call (916) 445-1233, Local Assistance Procedures Manual TTY 711, or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

**Attachment J – Final Report – Utilization of DBE First-Tier Subconsultants (Exhibit 17-F)**

**INSTRUCTIONS –DISADVANTAGED BUSINESS ENTERPRISES (DBE)  
CERTIFICATION STATUS CHANGE**

- 1. Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
- 2. Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
- 3. Local Agency** - Enter the name of the local or regional agency that is funding the contract.
- 4. Contract Completion Date** - Enter the date the contract was completed.
- 5. Contractor/Consultant** - Enter the contractor/consultant's firm name.
- 6. Business Address** - Enter the contractor/consultant's business address.
- 7. Final Contract Amount** - Enter the total final amount for the contract.
- 8. Contract Item Number** - Enter contract item for work, services, or materials supplied provided. Not applicable for consultant contracts.
- 9. DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted contractors/consultants.
- 10. DBE Certification Number** - Enter the DBE's Certification Identification Number.
- 11. Amount Paid While Certified** - Enter the actual dollar value of the work performed by those subcontractors/subconsultants during the time period they are certified as a DBE.
- 12. Certification/Decertification Date (Letter Attached)** - Enter either the date of the Decertification Letter sent out by the Office of Business and Economic Opportunity (OBE) or the date of the Certification Certificate mailed out by OBE.
- 13. Comments** - If needed, provide any additional information in this section regarding any of the above certification status changes.
- 14. Contractor/Consultant Representative's Signature** - The person completing the form on behalf of the contractor/consultant's firm must sign their name.
- 15. Contractor/Consultant Representative's Name** - Enter the name of the person preparing and signing the form.
- 16. Phone** - Enter the area code and telephone number of the person signing the form.
- 17. Date** - Enter the date the form is signed by the contractor's preparer.
- 18. Local Agency Representative's Signature** - A Local Agency Representative must sign their name to certify that the contracting records and on-site performance of the DBE(s) has been monitored.
- 19. Local Agency Representative's Name** - Enter the name of the Local Agency Representative signing the form.
- 20. Phone** - Enter the area code and telephone number of the person signing the form.
- 21. Date** - Enter the date the form is signed by the Local Agency Representative.

**EXHIBIT 17-O DISADVANTAGED BUSINESS ENTERPRISES (DBE) CERTIFICATION STATUS CHANGE**

1. Local Agency Contract Number		2. Federal-Aid Project Number		3. Local Agency		4. Contract Completion Date	
5. Contractor/Consultant			6. Business Address			7. Final Contract Amount	
8. Contract Item Number	9. DBE Contact Information	10. DBE Certification Number	11. Amount Paid While Certified	12. Certification/Decertification Date (Letter Attached)	13. Comments		

If there were no changes in the DBE certification of subcontractors/subconsultants, indicate on the form.

<b>I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND CORRECT</b>			
14. Contractor/Consultant Representative's Signature		15. Contractor/Consultant Representative's Name	
16. Phone		17. Date	
<b>I CERTIFY THAT THE CONTRACTING RECORDS AND ON-SITE PERFORMANCE OF THE DBE(S) HAS BEEN MONITORED</b>			
18. Local Agency Representative's Signature		19. Local Agency Representative's Name	
20. Phone		21. Date	

**DISTRIBUTION:** Original – Local Agency, Copy – Caltrans District Local Assistance Engineer, Include with Final Report of Expenditures

**ADA NOTICE:** For individuals with sensory disabilities, this document is available in alternate formats. For information, call (916) 445-1233, Local Assistance Procedures Manual TTY 711, or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

**Attachment I – DBE Certification Status Change (Exhibit 17-O)**

- (14) **Date of Prime Payment to Sub:** List date when a check is issued by prime to the subcontractor/subconsultant for work performed by the subcontractor/subconsultant.
- (15) **Amount of Payment (\$):** List the total amount paid to the subcontractor this period.
- (16) **Amount Paid to Sub to Date (\$):** List the total amount paid to this subcontractor to date. This should be a total of past payments plus payment for the current work just invoiced to the Local Agency.
- (17) **Total amount committed to this subcontractor (\$):** For DBE subcontractor, copy the information from the agency signed Exhibit 10-O2 or 15-G.
- (18) **Promptly Paid? (Y/N):** Enter "Y" if payment was made in accordance with the contract. Enter "N" if it's in dispute. Must provide comments regarding any dispute of payment.
- (19) **Incremental Retainage Paid? (Y/N):** Enter "Y" if this was a retainage payment. Enter "N" if this was a progress or final payment.
- (20) **Comments or Reason for Non-Payment/Non-Prompt Payment, including Payment of Incremental Retainage \*:** Only reasons based on dispute with subcontractor or supplier noncompliance may be accepted. Add appropriate notes if a DBE subcontract was terminated, a DBE subcontract was added, if change orders impacted the DBE's payments (include good faith efforts the prime contractor/consultant implemented), if task orders weren't issued, etc.

### 3. CERTIFICATION

- (21) **Prime Contractor Manager's Signature:** Self explanatory
- (22) **Date:** Provide the date Prime Contractor Manager signed this form.
- (23) **Local Agency Representative's Signature:** Self explanatory.
- (24) **Date:** Provide the date Local Agency Representative signed this form.
- (25) **Prime Contractor Manager's Name:** Self explanatory.
- (26) **Phone:** Self explanatory
- (27) **Local Agency Representative's Name:** Self explanatory.
- (28) **Phone:** Self explanatory

## Exhibit 9-P Instructions

### I. Purpose

Section 7108.5 of the California Business and Professions Code (CBPC) requires a prime contractor or subcontractor (i.e. builders) to pay any subcontractor not later than seven (7) days after receipt of each progress payment received or final retention payment. Section 3321 of the California Civil Code (CCC) requires prime design professionals (prime consultants directly in contract with a public agency) to pay any subconsultant not later than fifteen (15) days after receipt of each progress payment or final retention payment. The payment cannot be delayed because of disagreements on other contracts. Any delay or postponement of payment among the parties may take place only for good cause with the agency's prior written approval. This requirement applies to both DBE and non-DBE subcontractors.

### II. Instruction

For projects that are awarded on or after September 1, 2023:

The prime contractor or consultant must submit Exhibit 9-P to the LPA administering the contract by the 15th of the month following the month of any payment(s). If the prime contractor or consultant does not make any payments to subcontractors, supplier(s) and/or manufacturers they must report "no payments were made to subs this month" and write this visibly and legibly on Exhibit 9-P.

A failure to complete the Prompt Pay reporting requirement may result in the withholding of the prime contractor or consultant's next progress payment and/or final payment. Additionally, Caltrans may require the LPA to issue a corrective action plan and/or it may require the LPA to suspend the contract in whole or in part if the prime or consultant does not make up the shortfall.

LPAs must verify all Exhibit 9-P information, monitor compliance with prompt payment requirements for DBE and non-DBE firms, and address any shortfalls to the DBE commitment and prompt payment issues until the end of the project. The LPA must email a copy of Exhibit 9-P to DBE.Forms@dot.ca.gov before the end of the month after receiving the Exhibit 9-P from prime contractor or consultant.

#### 1. CONTRACT INFORMATION

- (1) **Prime Contractor/Consultant:** List the business name for the prime contractor/consultant.
- (2) **Local Agency:** List the local agency name.
- (3) **Federal Aid Project Number:** Enter the 7 digit federal-aid project number of the lead project on the contract. E.g. 5002(123) is a valid Federal-Aid Project Number.
- (4) **Local Contract Number:** Enter the 7 digit
- (5) **Total Contract Award Amount (\$):** Enter the total contract award amount of the project.
- (6) **Total Contract DBE Commitment Amount (\$):** Enter the total DBE commitment award amount of the project as it appears on exhibit 15-G.
- (7) **DBE Commitment (%):** Enter percentage of the Prime contract committed to DBE firms as it appears on exhibit 15-G.
- (8) **DBE Contract Goal (%):** Enter the contract DBE goal percentage as it appears on the project advertisement.
- (9) **Reporting Period (Month-Year):** Indicate the month and year of payments being reported.

#### 2. PAYMENT INFORMATION

- (10) **Subcontractor/Subconsultant name:** List the firm name.
- (11) **DBE Cert. Number:** List the DBE's certification number as listed in the California Unified Certification Program
- (12) **Subcontract Type:** Enter the most appropriate Subcontractor's contract type, Construction or Consultant.
- (13) **Date Payment Received by Prime:** List date when a check is issued by LPA to the contractor/consultant for work performed by the contractor/consultant.

**EXHIBIT 9-P: PROMPT PAYMENT CERTIFICATION**

Section 7108.5 of the California Business and Professions Code (CBPC) requires a prime contractor or subcontractor (i.e. builders) to pay any subcontractor not later than seven (7) days after receipt of each progress payment received or final retention payment. Section 3321 of the California Civil Code (CCC) requires prime design professionals (prime consultants directly in contract with a public agency) to pay any subconsultant not later than fifteen (15) days after receipt of each progress payment or final retention payment. The payment cannot be delayed because of disagreements on other contracts. Any delay or postponement of payment among the parties may take place only for good cause with the agency's prior written approval. This requirement applies to both DBE and non-DBE subcontractors.

**1. CONTRACT INFORMATION**

(1) Prime Contractor/Consultant	(2) Local Agency	(3) Federal Project Number	(4) Local Contract Number	(5) Total Contract Award Amt (\$)	(6) Total DBE Commitment Amt (\$)	(7) DBE Commitment (%)	(8) DBE Contract Goal (%)	(9) Reporting Period (MM/YYYY)

**2. PAYMENT INFORMATION**

(10) Subcontractor/Subconsultant Name	(11) DBE Cert. Number	(12) Subcontract Type	(13) Date Payment Received by Prime	(14) Date of Prime Payment to Sub	(15) Amount of Payment (\$)	(16) Amount Paid To Sub to Date (\$)	(17) Total committed to this Subcontractor (\$)	(18) Promptly Paid? (Y/N)	(19) Incremental Retainage Paid? (Y/N)	(20) Comments or Reason for Non-Payment/Non-Prompt Payment, including Payment of Incremental Retainage *
Totals					0.00	0.00	0.00			

List all first-tier subcontractors/subconsultants regardless of tier whether or not the firms were originally listed in Exhibit 10-O2 or 15-G as a DBE commitment. If the actual DBE utilization was different than that approved at the time of award, provide comments in box (20). All payments reported, including payments to contractor/consultant, are for the date listed.

\* Only reasons based on dispute with subcontractor or supplier noncompliance may be accepted.

**3. CERTIFICATION**

The prime contractor or consultant hereby certifies that the foregoing Prompt Payment Certification Form is true and correct.

\_\_\_\_\_  
(21) Prime Contractor Manager's Signature

\_\_\_\_\_  
(22) Date

\_\_\_\_\_  
(25) Prime Contractor Manager's Name

\_\_\_\_\_  
(26) Phone

Local Agency certifies that all information on this form is complete.

\_\_\_\_\_  
(23) Local Agency Representative's Signature

\_\_\_\_\_  
(24) Date

\_\_\_\_\_  
(27) Local Agency Representative's Name

\_\_\_\_\_  
(28) Phone

**Attachment H – Prompt Payment Certification (Exhibit 9-P)**

---

#### DBE COMMERCIALLY USEFUL FUNCTION EVALUATION FINDING

If you answered "NO" to any of the bold evaluation questions on this form, you must evaluate the eligibility of the DBE to participate and receive credit for their performance of work. If you answered "NO" to any underlined questions on this form, you must evaluate whether the DBE work is eligible to receive full credit. If you are unsure of a DBE's eligibility, contact Division of Construction's Labor Compliance Program located at headquarters for guidance.

- **DEFICIENCIES:** Describe any deficiencies found that must be corrected by the contractor to allow DBE participation and credit for the DBE on the contract.
- **INADEQUACY:** Describe any inadequacies found that must be corrected by the contractor to allow full credit for the DBE on the contract.
- **EVALUATION FINDING:** Check the box for either "DBE is Performing a Commercially Useful Function" or "DBE is Not Performing a Commercially Useful Function."
- **EVALUATOR NAME:** Name of the individual conducting the evaluation.
- **SIGNATURE:** Signature of evaluator.
- **DATE:** Date signed by evaluator.

#### CONTRACTOR CERTIFICATION

Required when the contractor is completing the evaluation.

- **CONTRACTOR NAME:** Name of the contractor representative.
- **SIGNATURE:** Signature of contractor.
- **DATE:** Date signed by contractor.

---

#### LPA VERIFICATION

Verification is required for completeness: DBE employees are shown on DBE certified payrolls, responses to questions based on attachments are provided, explanation of "NO" responses to questions are provided, and CUF determination is appropriate.

- **VERIFIED BY NAME:** Name of the individual conducting the verification.
- **SIGNATURE:** Signature of verifier
- **DATE:** Date signed by verifier.

---

#### RESIDENT ENGINEER CERTIFICATION

Resident engineer reviews the evaluation and certifies either that "DBE is Performing a Commercially Useful Function" or "DBE is Not Performing a Commercially Useful Function." Discuss with the contractor any deficiency on the form and require submittal of a corrective action plan.

- **RESIDENT ENGINEER:** Name of the resident engineer.
- **SIGNATURE:** Signature of resident engineer.
- **DATE:** Date signed.

---

#### COMPLETED EVALUATIONS SUBMITTAL

Submit completed evaluation forms to the contractor, DBE company and LPA Labor Compliance Officer and submit non-compliant evaluations with deficiencies or inadequacies to DLAE.

- **SUBMITTED BY:** Name of individual submitting form.
- **DATE:** Date form was submitted.

---

#### ATTACHMENTS

Check a box for each attachment and provide the electronic file name of the attachment. The attachment list will expand to allow for additional attachments.

**CUF DETERMINENTS**

**SECTION 3: REGULAR DEALER (60% Credit)**

**Regular Dealer**

- The DBE has a regular trade with a variety of customers
- The DBE has an inventory of the materials and supplies to be provided on the contract
- For bulk items, the DBE both owns and operates distribution equipment
- The DBE is responsible for the delivery

**Records or Documents**

- Invoices
- Delivery tickets or haul tickets
- Purchase order
- List of inventory
- Cancelled checks

**SECTION 4: MANUFACTURER (100% Credit)**

**Manufacturer (100% Credit)**

- Maintain a factory or establishment that produces on the premises the materials or supplies required on the contract
- Alter or fabricate the product

**Records or Documents**

- Purchase order
- Material sources
- Material invoices and billing invoices
- Bills of lading and shipping tickets

**SECTION 5: PROFESSIONAL SERVICES (100% Credit)**

**Management**

- Scheduling work operations
- Preparing and submitting certified payrolls
- Full time supervisor
- DBE must be responsible for performing its own work on the project
- At least 30% of the work must be performed by the DBE with its own workforce
- The DBE keeps a regular workforce and has its own employees

**Records or Documents**

- Invoices
- List of equipment
- Cancelled checks

**SECTION 6: BROKER**

**Performance**

- DBE broker is performing the bid item work committed to them on the DBE Commitment Form and their agreement

**Records or Documents**

- Invoices
- Cancelled checks

**Management**

- For procurement of materials, supplies and trucking, DBE is scheduling procurement of materials and supplies or trucking for delivery of materials and supplies, and other related actions for performance of the work.
- For bonding or insurance, DBE provided the bonds or insurance.
- Preparing and submitting invoices.

---

### CUF DETERMINENTS

---

Complete the appropriate section for the type of work performed or materials supplied by the DBE company as indicated by the checked box on page 1 of the form. **Questions in BOLD font** indicate questions that impact **CUF determining factors**. Questions underlined on this form are used to determine if the DBE work is eligible for full credit.

For more information about CUF determining factors, refer to the "[FHWA Tips of Evaluating a Commercially Useful Function](https://www.fhwa.dot.gov/federal-aidessentials/commusefunction.pdf)" or: <https://www.fhwa.dot.gov/federal-aidessentials/commusefunction.pdf>

Refer to APPENDIX B: DBE Commercially Useful Function Evaluation Instructions in the *State Highway Project Procedures Disadvantaged Business Enterprise Commercially Useful Function Compliance and Monitoring Guide* for completing the evaluation.

The evaluation questions are based on the following requirements to determine whether a DBE is performing CUF.

---

### SECTION 1: DBE CONTRACTOR OR SUBCONTRACTOR EVALUATION

---

#### Management

- Scheduling work operations
- Preparing and submitting certified payrolls
- Full time supervisor or superintendent
- DBE must be responsible for performing its own work on the project
- At least 30% of the work must be performed by the DBE with its own workforce
- The DBE keeps a regular workforce and has its own employees

#### Records or Documents

- Subcontract Agreement or Purchase Order
- DBE monthly progress reports
- Daily work records
- Certified payrolls

#### Equipment

- The DBE owns, rents or leases equipment
- The DBE may lease specialized equipment with an operator
- The DBE provides the operator and is responsible for all labor and compliance for non-specialized equipment
- The DBE's marking or emblem is on the equipment

#### Records or Documents

- Invoices
- Haul tickets or bills of lading
- Lease agreements
- Daily work records
- Ownership documents, such as title, registration, vehicle identification number
- Cancelled checks

#### Materials

- The DBE is ordering materials and invoices indicate the DBE is the customer
- The DBE is determining the quality and quantity of materials
- The contact person is employed by the DBE
- The DBE is paying for the materials

#### Records or Documents

- Invoices
- Material on Hand documents
- Delivery tickets, haul tickets or bills of lading
- Daily work records
- Cancelled checks
- Subcontract agreement

---

### SECTION 2: TRUCKING

---

#### Management

- DBE is managing the arrangement of and scheduling the trucks
- DBE is required to own and operate at least one fully licensed, insured and operational truck on the contract

#### Workforce

- DBE is allowed to lease trucks from DBEs and non-DBEs
- DBE keeps a regular workforce and has its own employees
- DBE is utilizing its own equipment
- Operation of the equipment must be subject to the full control of the DBE

#### Records or Documents

- Subcontract agreement or purchase order
- Equipment ownership, rental or lease documents
- Payroll records
- List of trucks, truck unit numbers and vehicle identification numbers

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**DLA DISADVANTAGED BUSINESS ENTERPRISE  
COMMERCIALLY USEFUL FUNCTION EVALUATION**

DOT LAPM 9-J (NEW 05/2023)

Page 5 of 8

---

**GENERAL INFORMATION**

- Pursuant to 49 Code of Federal Regulations (CFR) 26.55, "A DBE performs a commercially useful function when it is responsible for execution of the work of the contract and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. A DBE does not perform a commercially useful function if its role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of DBE participation..." The purpose of this form is to provide documentation of evaluating DBEs for compliance with the CFR commercially useful function requirements.

---

**FORM**

- **PROJECT DESCRIPTION:** Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, etc.).
- **PROJECT LOCATION:** Enter the project location(s) as it appears on the project advertisement.
- **DISTRICT:** Enter the district number of the project.
- **FEDERAL PROJECT NUMBER:** Enter the federal project number.
- **COUNTY:** Enter the abbreviation for the county where the project is located.
- **LOCAL PUBLIC AGENCY:** A California city, county, tribal government, or other local public agency.
- **CONTRACTOR NAME:** Company name of the prime contractor.
- **AWARD AMOUNT:** Contract Award without the contingency.

---

**EVALUATOR INFORMATION**

- **EVALUATOR NAME:** Name of the individual conducting the evaluation.
- **EMAIL ADDRESS:** Evaluator's email address.
- **EVALUATION DATE:** Date the evaluation took place with the DBE and prime contractor.
- **EVALUATOR TITLE:** Title of the individual conducting the evaluation.
- **PHONE NUMBER:** Evaluator's phone number.

---

**PRIME CONTRACTOR EVALUATION MEETING INFORMATION**

- **CONTRACTOR REPRESENTATIVE:** Name, email address, phone number and title of the contractor's representative attending the evaluation meeting.

---

**DBE CONTRACT COMMITMENT**

- **DBE TOTAL CONTRACT COMMITMENT:** Enter the percentage and dollar amount of the total DBE commitment on this contract.
- **DBE COMPANY COMMITMENT:** Enter the calculated percentage and dollar amount the contractor has committed to the DBE company based on the subcontract amount or purchase order amount for materials.
- **DBE COMPANY WORK COMPLETED TO DATE:** Enter the percentage and dollar amount of DBE completed work performed or materials supplied to date for the DBE company.

---

**DBE COMPANY INFORMATION**

- **DBE COMPANY NAME:** Enter the name of the DBE contractor, subcontractor, trucker, or materials supplier.
- **COMPANY EMAIL ADDRESS:** Enter DBE company email address.
- **COMPANY PHONE NUMBER:** Enter DBE company phone number.
- **DBE COMPANY OWNER:** Enter the name of the DBE company owner.
- **NAISC CODES:** Enter the North American Industry Classification System code for the DBE company.
- **WORK CODES:** Enter the work codes that the DBE is certified to perform.
- **DBE ADDRESS:** Enter the physical address of the DBE company.
- **ADDRESS LOCATION:** Check the appropriate box for storefront, warehouse, yard, manufacturing plant, or facility.
- **OPEN TO THE PUBLIC:** Check box either "Yes" or "No" whether the storefront, warehouse, yard, manufacturing plant, or facility is open to the public.
- **DBE REPRESENTATIVE:** Name, email address, phone number and title of the DBE's representative attending the evaluation meeting. If there is no DBE representative attending the evaluation meeting, enter "None" in these fields.
- **BRIEF DESCRIPTION OF DBE'S SCOPE OF WORK:** Provide a description of the work the DBE will perform or the materials that will be supplied by a DBE company.
- **TYPE OF DBE:** Check the appropriate box for prime contractor, subcontractor, tier subcontractor, trucking, regular dealer, manufacturer, professional services, or broker based on what the DBE is performing on the contract. Select all boxes that apply for the DBE company based on scope of work.

**DLA DISADVANTAGED BUSINESS ENTERPRISE  
COMMERCIALLY USEFUL FUNCTION EVALUATION**

DOT LAPM 9-J (NEW 05/2023)

Page 4 of 8

DISTRICT	FEDERAL PROJECT NUMBER	COUNTY	PROJECT LOCATION
CONTRACTOR NAME			DBE COMPANY NAME

**COMPLETED EVALUATIONS SUBMITTAL**

Submit DBE Commercially Useful Function Evaluation to the Contractor	SUBMITTED BY NAME	DATE
Submit DBE Commercially Useful Function Evaluation to the DBE company	SUBMITTED BY NAME	DATE
Submit DBE Commercially Useful Function Evaluation to the LPA Labor Compliance Office	SUBMITTED BY NAME	DATE
Submit non-compliant DBE Commercially Useful Function Evaluation to LPA Resident Engineer	SUBMITTED BY NAME	DATE

**ATTACHMENTS**

Record or Document	File Name
<input type="checkbox"/> Subcontract Agreement	
<input type="checkbox"/> Purchase Order	
<input type="checkbox"/> Daily Work Records	
<input type="checkbox"/> Certified Payrolls	
<input type="checkbox"/> Invoices	
<input type="checkbox"/> Cancelled Checks	
<input type="checkbox"/> Equipment Ownership	
<input type="checkbox"/> Materials on Hand	
<input type="checkbox"/> Lease or Rental Agreement	
<input type="checkbox"/> Haul Tickets or Bills of Lading	
<input type="checkbox"/> Delivery Tickets	
<input type="checkbox"/>	

**ADA Notice**

This document is available in alternative accessible formats. For more information, please contact the Forms Management Unit at (279) 234-2284, TTY 711, in writing at Forms Management Unit, 1120 N Street, MS-89, Sacramento, CA 95814, or by email at [Forms.Management.Unit@dot.ca.gov](mailto:Forms.Management.Unit@dot.ca.gov).

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION  
**DLA DISADVANTAGED BUSINESS ENTERPRISE**  
**COMMERCIALLY USEFUL FUNCTION EVALUATION**

DOT LAPM 9-J (NEW 05/2023)

Page 3 of 8

DISTRICT	FEDERAL PROJECT NUMBER	COUNTY	PROJECT LOCATION
CONTRACTOR NAME			DBE COMPANY NAME

**DBE CUF DETERMINATION**

- ☐ **DBE is Performing a Commercially Useful Function**  
Based on the evaluation, the DBE is performing a Commercially Useful Function.
- ☐ **DBE is Not Performing a Commercially Useful Function**  
Based on the evaluation, the DBE was not performing a Commercially Useful Function.

EVALUATOR NAME	SIGNATURE	DATE
----------------	-----------	------

**CONTRACTOR CERTIFICATION**

☐ LPA Evaluation

I certify under penalty of perjury that the information provided in this form is complete and accurate.

CONTRACTOR NAME	SIGNATURE	DATE
-----------------	-----------	------

**LPA VERIFICATION**

The information provided in this form has been verified to be complete and accurate.

**COMPLETENESS**

VERIFIED BY NAME - INSPECTOR	SIGNATURE	DATE
------------------------------	-----------	------

**BASED ON CERTIFIED PAYROLLS**

VERIFIED BY NAME - RESIDENT ENGINEER	SIGNATURE	DATE
--------------------------------------	-----------	------

**BASED ON ATTACHMENTS & DOCUMENTS**

VERIFIED BY NAME - DBE LIAISON	SIGNATURE	DATE
--------------------------------	-----------	------

**NO RESPONSES & CUF DETERMINATION**

VERIFIED BY NAME - EMPLOYEE IN RESPONSIBLE CHARGE	SIGNATURE	DATE
---	-----------	------

**RESIDENT ENGINEER CERTIFICATION**

I certify that I have reviewed the information submitted in this DBE CUF evaluation and have made the following CUF determination:

- ☐ **DBE is Performing a Commercially Useful Function**
- ☐ **DBE is Not Performing a Commercially Useful Function**

RESIDENT ENGINEER NAME	SIGNATURE	DATE
------------------------	-----------	------

DISTRICT	FEDERAL PROJECT NUMBER	COUNTY	PROJECT LOCATION
CONTRACTOR NAME			DBE COMPANY NAME

**DBE COMMERCIALLY USEFUL FUNCTION EVALUATION DETERMINATION**

For the DBE performing a Commercially Useful Function, the DBE CUF evaluation identified:

- ☐ No Deficiencies  
☐ The Following Deficiencies:

Number	CUF Deficiency
1	SECTION
	QUESTION
	DESCRIPTION OF DEFICIENCY
2	SECTION
	QUESTION
	DESCRIPTION OF DEFICIENCY

For Commercially Useful Function full credit, the DBE CUF evaluation identified:

- ☐ No Inadequacies  
☐ The Following Inadequacies:

Number	CUF Inadequacy
1	SECTION
	QUESTION
	DESCRIPTION OF INADEQUACY

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION  
**DLA DISADVANTAGED BUSINESS ENTERPRISE**  
**COMMERCIALLY USEFUL FUNCTION EVALUATION**

DOT LAPM 9-J (NEW 05/2023)

Page 1 of 8

PROJECT DESCRIPTION	DISTRICT	FEDERAL PROJECT NUMBER
PROJECT LOCATION	COUNTY	LOCAL PUBLIC AGENCY (LPA)
CONTRACTOR NAME	AWARD AMOUNT \$	

Complete a Commercially Useful Function (CUF) evaluation for each Disadvantaged Business Enterprise (DBE) company performing on a federal-aid contract, with or without a DBE goal. Perform the evaluation at the beginning of the DBE's work, and continue to monitor the performance of CUF for the duration of the project.

EVALUATOR INFORMATION		
EVALUATOR'S NAME	EMAIL ADDRESS	EVALUATION DATE
EVALUATOR'S TITLE	PHONE NUMBER	

PRIME CONTRACTOR EVALUATION MEETING INFORMATION		
<input type="checkbox"/> N/A		
CONTRACTOR REPRESENTATIVE NAME	EMAIL ADDRESS	PHONE NUMBER
CONTRACTOR REPRESENTATIVE TITLE		

DBE CONTRACT COMMITMENT					
DBE Total Contract Commitment		DBE Company Commitment		DBE Company Work Completed to Date	
%	\$	%	\$	%	\$

DBE COMPANY INFORMATION			
DBE COMPANY NAME		COMPANY EMAIL ADDRESS	COMPANY PHONE NUMBER
DBE COMPANY OWNER		DBE ADDRESS	
NAICS CODES	WORK CODES		
ADDRESS LOCATION			OPEN TO THE PUBLIC?
<input type="checkbox"/> Storefront <input type="checkbox"/> Warehouse <input type="checkbox"/> Yard <input type="checkbox"/> Manufacturing Plant or Facility			<input type="checkbox"/> Yes <input type="checkbox"/> No
DBE REPRESENTATIVE NAME		EMAIL ADDRESS	PHONE NUMBER
DBE REPRESENTATIVE TITLE			

BRIEF DESCRIPTION OF DBE'S SCOPE OF WORK (Include the bid item number and item description)

☐ Attach a copy of subcontract agreement or purchase order as applicable.

**TYPE OF DBE**

DBE company is performing as:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Prime Contractor (Section 1)   | <input type="checkbox"/> Trucking (Section 2)       | <input type="checkbox"/> Professional Services (Section 5) |
| <input type="checkbox"/> Subcontractor (Section 1)      | <input type="checkbox"/> Regular Dealer (Section 3) | <input type="checkbox"/> Broker (Section 6)                |
| <input type="checkbox"/> Tier Subcontractor (Section 1) | <input type="checkbox"/> Manufacturer (Section 4)   |  |

Complete the appropriate section to document the evaluation.

**Attachment G – DBE Commercially Useful Function Evaluation (Exhibit 9-J)**

## Exhibit 9-F Instructions

### I. Purpose:

Title 49 of the Code of Federal Regulations (CFR), Part 26.37(c) requires recipients of federal-aid funding to "provide a running tally of actual attainments, including a means of comparing these attainments to commitments." This requirement does not apply to projects that do not have any federal funding.

### II. Policy:

- A. To comply with 49 CFR 26.37(c), the prime contractors/consultants must complete the Exhibit 9-F: Disadvantaged Business Enterprise Running Tally of Payments and email it to [business.support.unit@dot.ca.gov](mailto:business.support.unit@dot.ca.gov) and their local administering agencies after submitting an invoice for reimbursement that includes a payment to a DBE, but no later than the 10th of the following month. Submission of this Exhibit is required until all DBE subcontracting or material supply activity on the entire project is completed.
- B. Save this form using the following naming convention, [yyyymm]-[Prime's DUNS Number]-[ss].xlsx. [ss] is two digit sequential numbering, applicable when consultant or contractor has more than one 9-F form to complete per pay period. For example, a valid saved file could read: 202001-123456789-01.xlsx

### III. Instructions:

- (1) **Reporting Period (mm-yyyy):** Indicate the month and year of payments being reported.
- (2) **Federal Aid Project Number:** Enter the 7 digit federal-aid project number of the lead project on the contract. E.g. 5002(123) is a valid Federal-Aid Project Number.
- (3) **Caltrans District:** Enter the appropriate Caltrans District number as 1 through 12.
- (4) **Local Agency:** List the local agency's name.
- (5) **Contract Number:** List the local agency assigned contract agreement number.
- (6) **Total Contract Award Amount (\$):** Enter the total current contract award amount of the project.
- (7) **DBE Goal Percentage (%):** Enter the contract DBE goal percentage as it appears on the project advertisement.
- (8) **DBE Committed Percentage (%):** Enter percentage of the Prime contract committed to DBE firms.
- (9) **Prime Contractor/Consultant DUNS Number:** Enter the unique nine-digit Data Universal Numbering System (DUNS) that Contractors/Consultants should have in order to participate in Federally-funded contracts.
- (10) **Business Name:** List the name for the prime contractor/consultant as identified in Procedure 9 above.
- (11) **Amount Prime's Invoice This Period (\$):** Enter the total invoice amount that prime submitted for reimbursement this period.
- (12) **Amount Paid to Prime To Date (\$):** Enter the total payment that is paid to the Prime to date.
- (13) **Prime certified DBE:** Enter "Yes" if Prime Contractor/Consultant is certified DBE and "No" otherwise.  
DBE Prime contractor needs to fill in from procedure (14) to (21) for payments to DBE Subcontractors and DBE Prime's self-performing.

**Note:** For Procedures (14) through (21) below, insert rows as needed to list all DBEs included on Exhibits 10-O2 or 15-G, and any other DBEs that were utilized regardless of tier.

- (14) **DBE Firm name:** List the DBE's firm name.
- (15) **DBE Cert. Number:** List the DBE's certification number as listed in the California Unified Certification Program (CUCP) database.
- (16) **Contract Type:** Select the most appropriate Subcontractor's contract type (Agent, Consultant, Joint Venture, Manufacturer, Prime, Regular Dealer, Subcontractor, Truck/Haul, Service Provider from dropdown list.)
- (17) **Date of Payment:** List current check date when a check is issued to the DBE for work performed by the DBE.
- (18) **Amount of This Payment:** List the total amount paid to the DBE this period.
- (19) **Amount Paid to Date:** List the total amount paid to this DBE to date. This should be a total of past payments plus payment for the current work just invoiced to the Local Agency.
- (20) **Amount Committed to This DBE Firm:** Copy the information from the agency signed Exhibit 10-O2 or 15-G. If the listed DBE was not originally committed to, type "0."
- (21) **Comments:** Add appropriate notes if a DBE subcontract was terminated, a DBE subcontract was added, if change orders impacted the DBE's payments (include good faith efforts the prime contractor/consultant implemented), if task orders weren't issued, etc.
- (22) **Prime Contractor/Consultant Manager's Name:** Enter the manager's name of the prime contractor/consultant of the project.
- (23) **Business Phone Number:** Enter the manager's business phone number of the prime contractor/consultant.
- (24) **Date:** Provide the date this form was prepared.
- (25) **Copy Distribution:** The prime contractor/consultant will need to maintain a copy with the contract file (electronic and/or paper). The prime contractor/consultant will need to e-mail this form as provided in the Section II. Policy, paragraphs A as stated above. Local agency will need to keep a copy with the contract file.

**EXHIBIT 9-F: DISADVANTAGED BUSINESS ENTERPRISE (DBE) RUNNING TALLY OF PAYMENTS**

Save this form using the following naming convention, [yyyy-mm]-[Prime's DUNS Number]-[ss].xlsx. [ss] is two digit sequential numbering, applicable when consultant or contractor has more than one 9-F form to complete per pay period. For example, a valid saved file could read: 202001-123456789-01.xlsx. Prime contractors/consultants are required to submit this form no later than the 10<sup>th</sup> of the following month, after submitting an invoice for reimbursement that includes a payment to a DBE. If no payments have been made, do not submit the form. Email this form to [Business\\_Support\\_Unit@dot.ca.gov](mailto:Business_Support_Unit@dot.ca.gov) with a copy to their local administering agencies.

**Do not submit this form with the invoice, it will not be processed.**

(1) Reporting Period (mm-yyyy)	(2) Federal Aid Project Number		(3) Caltrans District			(4) Local Agency	
(5) Contract Number	(6) Total Contract Award Amount (\$)		(7) DBE Goal Percentage (%)			(8) DBE Committed Percentage (%)	
(9) Prime Contractor/Consultant DUNS Number	(10) Business Name		(11) Amount Prime Invoiced This Period (\$)			(12) Amount Paid to Prime To Date (\$)	(13) Prime Certified DBE?
(14) DBE Subcontractor/Subconsultant Name	(15) DBE Cert. Number	(16) Contract Type	(17) Date of Payment	(18) Amount of This Payment	(19) Amount Paid To Date	(20) Amount Committed To This DBE	(21) Comments
Totals			\$0	\$0	\$0		
<p>List all DBEs regardless of tier, whether or not the firms were originally listed in Exhibit 10-O2 or 15-G as a DBE commitment. If the actual DBE utilization was different than that approved at the time of award, provide comments in box (21). All payments reported, including payments to contractor/consultant, are for the date listed. Select the most appropriate contract type (Agent, Consultant, Joint Venture, Manufacturer, Prime, Regular Dealer, Subcontractor, Truck/Haul, Service Provider) for the DBE from dropdown list.</p> <p>By executing this 9-F, Contractor/Consultant represents and warrants, under penalty of perjury, that:  Contractor/Consultant contracted with the Disadvantaged Business Enterprise companies (DBEs) as set forth in their awarded bid on Contract number _____  Contractor/Consultant paid the full amounts listed on their 9-F to the DBEs set forth in Contractor's awarded bid, without reduction or offset.</p>							
(22) Prime Contractor/Consultant Manager's Name (Print)			(23) Business Phone Number			(24) Date	
COPY DISTRIBUTION: Original - Prime Contractor/Consultant, Copy - E-mail: Business.Support.Unit@dot.ca.gov; Copy: Local Administering Agency							

ADA NOTICE: For individuals with sensory disabilities, this document is available in alternate formats.  
For information, call (916) 445-1233, Local Assistance Procedures Manual TTY 711, or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

- F. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining bonding, lines of credit or insurance, necessary equipment, supplies, materials, or related assistance or services, excluding supplies and equipment the DBE subcontractor purchases or leases from the prime contractor or its affiliate:

- G. The names of agencies, organizations or groups contacted to provide assistance in contacting, recruiting and using DBE firms (please attach copies of requests to agencies and any responses received, i.e., lists, Internet page download, etc.):

Name of Agency/Organization	Method/Date of Contact	Results

- H. Any additional data to support a demonstration of good faith efforts:

- C. The items of work made available to DBE firms including those unbundled contract work items into economically feasible units to facilitate DBE participation. It is the bidder's responsibility to demonstrate that sufficient work to facilitate DBE participation in order to meet or exceed the DBE contract goal.

Items of Work	Proposer or Bidder Normally Performs Item (Y/N)	Breakdown of Items	Amount (\$)	Percentage Of Contract
	Pick			0.00%
	Pick			0.00%
	Pick			0.00%
	Pick			0.00%

- D. The names, addresses and phone numbers of rejected DBE firms, the reasons for the bidder's rejection of the DBEs, the firms selected for that work (please attach copies of quotes from the firms involved), and the price difference for each DBE if the selected firm is not a DBE:

Names, addresses and phone numbers of rejected DBEs and the reasons for the bidder's rejection of the DBEs:

Names, addresses and phone numbers of firms selected for the work above:

- E. Efforts (e.g. in advertisements and solicitations) made to assist interested DBEs in obtaining information related to the plans, specifications and requirements for the work which was provided to DBEs:

**EXHIBIT 15-H: PROPOSER/CONTRACTOR GOOD FAITH EFFORTS**

Cost Proposal Due Date \_\_\_\_\_ PE/CE

Federal-aid Project No(s). \_\_\_\_\_ Bid Opening Date \_\_\_\_\_ CON

The \_\_\_\_\_ established a Disadvantaged Business Enterprise (DBE) goal of 20.00% for this contract. The information provided herein shows the required good faith efforts to meet or exceed the DBE contract goal.

Proposers or bidders submit the following information to document their good faith efforts within five (5) **calendar** days from cost proposal due date or bid opening. Proposers and bidders are recommended to submit the following information even if the Exhibit 10-O1: Consultant Proposal DBE Commitments or Exhibit 15-G: Construction Contract DBE Commitment indicate that the proposer or bidder has met the DBE goal. This form protects the proposer's or bidder's eligibility for award of the contract if the administering agency determines that the bidder failed to meet the goal for various reasons, e.g., a DBE firm was not certified at bid opening, or the bidder made a mathematical error.

The following items are listed in the Section entitled "Submission of DBE Commitment" of the Special Provisions, **please attach additional sheets as needed:**

- A. The names and dates of each publication in which a request for DBE participation for this project was placed by the bidder (please attach copies of advertisements or proofs of publication):

Publications	Dates of Advertisement

- B. The names and dates of written notices sent to certified DBEs soliciting bids for this project and the dates and methods used for following up initial solicitations to determine with certainty whether the DBEs were interested (please attach copies of solicitations, telephone records, fax confirmations, etc.):

Names of DBEs Solicited	Date of Initial Solicitation	Follow Up Methods and Dates

**Attachment E – DBE Information, Good Faith Efforts (Exhibit 15-H)**

**INSTRUCTIONS – CONSULTANT CONTRACT DBE COMMITMENT****CONSULTANT SECTION**

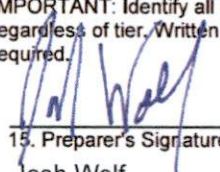
- 1. Local Agency** - Enter the name of the local or regional agency that is funding the contract.
- 2. Contract DBE Goal** - Enter the contract DBE goal percentage as it appears on the project advertisement.
- 3. Project Description** - Enter the project description as it appears on the project advertisement (Bridge Rehab, Seismic Rehab, Overlay, Widening, etc).
- 4. Project Location** - Enter the project location as it appears on the project advertisement.
- 5. Consultant's Name** - Enter the consultant's firm name.
- 6. Prime Certified DBE** - Check box if prime contractor is a certified DBE.
- 7. Total Contract Award Amount** - Enter the total contract award dollar amount for the prime consultant.
- 8. Total Dollar Amount for ALL Subconsultants** – Enter the total dollar amount for all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
- 9. Total number of ALL subconsultants** – Enter the total number of all subcontracted consultants. SUM = (DBEs + all Non-DBEs). Do not include the prime consultant information in this count.
- 10. Description of Work, Services, or Materials Supplied** - Enter description of work, services, or materials to be provided. Indicate all work to be performed by DBEs including work performed by the prime consultant's own forces, if the prime is a DBE. If 100% of the item is not to be performed or furnished by the DBE, describe the exact portion to be performed or furnished by the DBE. See LAPM Chapter 9 to determine how to count the participation of DBE firms.
- 11. DBE Certification Number** - Enter the DBE's Certification Identification Number. All DBEs must be certified on the date bids are opened.
- 12. DBE Contact Information** - Enter the name, address, and phone number of all DBE subcontracted consultants. Also, enter the prime consultant's name and phone number, if the prime is a DBE.
- 13. DBE Dollar Amount** - Enter the subcontracted dollar amount of the work to be performed or service to be provided. Include the prime consultant if the prime is a DBE. See LAPM Chapter 9 for how to count full/partial participation.
- 14. Total Claimed DBE Participation - \$:** Enter the total dollar amounts entered in the "DBE Dollar Amount" column. **%:** Enter the total DBE participation claimed ("Total Participation Dollars Claimed" divided by item "Total Contract Award Amount"). If the total % claimed is less than item "Contract DBE Goal," an adequately documented Good Faith Effort (GFE) is required (see Exhibit 15-H DBE Information - Good Faith Efforts of the LAPM).
- 15. Preparer's Signature** - The person completing the DBE commitment form on behalf of the consultant's firm must sign their name.
- 16. Date** - Enter the date the DBE commitment form is signed by the consultant's preparer.
- 17. Preparer's Name** - Enter the name of the person preparing and signing the consultant's DBE commitment form.
- 18. Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
- 19. Preparer's Title** - Enter the position/title of the person signing the consultant's DBE commitment form.

**LOCAL AGENCY SECTION**

- 20. Local Agency Contract Number** - Enter the Local Agency contract number or identifier.
- 21. Federal-Aid Project Number** - Enter the Federal-Aid Project Number.
- 22. Contract Execution Date** - Enter the date the contract was executed.
- 23. Local Agency Representative's Signature** - The person completing this section of the form for the Local Agency must sign their name to certify that the information in this and the Consultant Section of this form is complete and accurate.
- 24. Date** - Enter the date the DBE commitment form is signed by the Local Agency Representative.
- 25. Local Agency Representative's Name** - Enter the name of the Local Agency Representative certifying the consultant's DBE commitment form.
- 26. Phone** - Enter the area code and phone number of the person signing the consultant's DBE commitment form.
- 27. Local Agency Representative Title** - Enter the position/title of the Local Agency Representative certifying the consultant's DBE commitment form.

## EXHIBIT 10-O2 CONSULTANT CONTRACT DBE COMMITMENT

1. Local Agency: Humboldt County Department of Public Works 2. Contract DBE Goal: 20  
 3. Project Description: On-Call Design Engineering and/or Environmental Services  
 4. Project Location: Humboldt County  
 5. Consultant's Name: GHD Inc. 6. Prime Certified DBE: ☐ 7. Total Contract Award Amount: \_\_\_\_\_  
 8. Total Dollar Amount for ALL Subconsultants: \$ 1,650,000.00 9. Total Number of ALL Subconsultants: 10

10. Description of Work, Service, or Materials Supplied	11. DBE Certification Number	12. DBE Contact Information	13. DBE Dollar Amount
DZC Archaeology and Cultural Resource Consulting, LLC, - Archaeological, historical, Monument ROW, Right-of-Way	41768	Dimitra Zalarvis-Chase, dimitra@dzcarc.com, Samoa, CA, (707) 599-9842	\$ 40,000.00
Parikh - Geotechnical engineering and materials testing	46456	Bob Morrison, bmorrison@monumentrow.com, Laguna Niguel, CA, (800) 577-0109	\$ 40,000.00
Saylor Consulting - Cost consulting, scheduling and project delay analysis	20259	David Wang, DWang@parikhnet.com, Milpitas, CA, (408) 452-9000	\$ 200,000.00
Terra-Ex, LLC (sub to Crawford & Assoc) - Geotechnical drilling	14248	Nicole Whitney, NWhitney@SaylorConsulting.com, San Francisco, CA, (415) 399-9990	\$ 120,000.00
Unico Engineering - Construction management, engineering, and land surveying	52356	David Alatorre, Dixon, CA	\$ 160,000.00
	41342	Rob Markes, rmarkes@unicoengineering.com, Folsom, CA, (916) 900-6623	\$ 240,000.00
<b>Local Agency to Complete this Section</b>			
20. Local Agency Contract Number: _____ 21. Federal-Aid Project Number: _____ 22. Contract Execution Date: _____ Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.			<b>14. TOTAL CLAIMED DBE PARTICIPATION</b> \$ 800,000.00 20.00 %
23. Local Agency Representative's Signature _____ 24. Date _____ 25. Local Agency Representative's Name _____ 26. Phone _____ 27. Local Agency Representative's Title _____			<b>IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.</b>  15. Preparer's Signature _____ Josh Wolf 16. Date _____ 7/23/25 17. Preparer's Name _____ Vice President 18. Phone _____ 707.267.2264 19. Preparer's Title _____

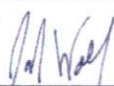
DISTRIBUTION: 1. Original – Local Agency  
 2. Copy – Caltrans District Local Assistance Engineer (DLAE). Failure to submit to DLAE within 30 days of contract execution may result in de-obligation of federal funds on contract.

ADA Notice: For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

**Attachment D – Consultant Contract DBE Commitment (Exhibit 10-O2)**

**EXHIBIT 10-01 CONSULTANT PROPOSAL DBE COMMITMENT**

1. Local Agency: Humboldt County Public Works 2. Contract DBE Goal: 20%  
3. Project Description: On-Call Design Engineering and/or Environmental Services; RFQ No. DPW2024-005  
4. Project Location: Various Locations in Humboldt County, CA  
5. Consultant's Name: GHD Inc. 6. Prime Certified DBE: ☐

7. Description of Work, Service, or Materials Supplied	8. DBE Certification Number	9. DBE Contact Information	10. DBE %
Cultural Resources	41768	DZC Archaeology and Cultural Resource Consulting, LLC, Samoa, CA, (707) 599-9842	1%
Right-of-Way Services	46456	Monument ROW, Laguna Niguel, CA, (800) 577-0109	1%
Geotechnical	20259	Parikh Consultants, Inc., Milpitas, CA, (408) 452-9000	5%
Cost Estimating	14248	Saylor Consulting Group, Inc., San Francisco, CA, (415) 399-9990	3%
Drilling	52356	Terra-Ex LLC, Dixon, CA, (707) 580-3331	4%
Surveying and Right-of-Way Mapping	41342	Unico Engineering, Inc., Folsom, CA, (916) 900-6623	6%
<b>Local Agency to Complete this Section</b>			
17. Local Agency Contract Number: _____ 18. Federal-Aid Project Number: _____ 19. Proposed Contract Execution Date: _____	<b>11. TOTAL CLAIMED DBE PARTICIPATION</b>		20 %
Local Agency certifies that all DBE certifications are valid and information on this form is complete and accurate.		<b>IMPORTANT: Identify all DBE firms being claimed for credit, regardless of tier. Written confirmation of each listed DBE is required.</b>  12. Preparer's Signature Josh Wolf, PE, QSD/P 14. Preparer's Name Principal 16. Preparer's Title 13. Date 12/13/2024 15. Phone (707) 267-2264	
20. Local Agency Representative's Signature _____ 22. Local Agency Representative's Name _____ 24. Local Agency Representative's Title _____	21. Date _____ 23. Phone _____		

DISTRIBUTION: Original – Included with consultant's proposal to local agency.

**ADA Notice:** For individuals with sensory disabilities, this document is available in alternate formats. For information call (916) 654-6410 or TDD (916) 654-3880 or write Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

**Attachment C – Consultant Proposal DBE Commitment (Exhibit 10-O1)**



## 2025 LABORATORY BILLING SCHEDULE

COMPACTION TESTING		
62	Nuclear Density Testing	\$100/day
88	Compaction Curve	\$325/test
92	Compaction Curve Check Point	\$100/point

AGGREGATE TESTING		
64	Friable Particles	\$200/test
65	Specific Gravity Fine Aggregate	\$125/test
71	Coarse Sieve Analysis	\$100/test
72	Specific Gravity Coarse Aggregate	\$100/test
73	Fine Sieve Analysis	\$100/test
84	Sulfate Soundness	\$125/cycle
90	Cleanliness Value	\$100/test
91	Durability, Coarse	\$100/test
93	Durability, Fine	\$100/test
96	Sand Equivalent	\$125/test
98	% Crushed Particles	\$200/test
104	Unconfined Compression of Rock Cores	\$100/test
159	LA Rattler (Abrasion Resistance)	\$275/test
179	Unit Weight of Aggregate	\$50/test
245	Fine Aggregate Angularity	\$75/test
248	Sand Cone Density Test	\$75/test
331	Flat and Elongated Particles	\$200/test

CONCRETE MATERIALS TESTING		
103	Compression of Drilled Cores	\$75/test
107	Sample Prep for Sawing Rocks/Concrete Cores	\$30/unit
131	Specimen Processing & Sample Prep	\$10/each
132	Concrete Compressive Strength ASTM C-39	\$30/unit**
167	Concrete Floor Moisture Emission	\$50/location*
182	Concrete Linear Shrinkage (3 bars)	\$300/test
219	Concrete Strength Rebound Hammer	\$50/day
220	Disposable Concrete Molds	\$7/each
223	Unit Weight of Lightweight Concrete	\$50/unit*
227	Dry Density of Hardened Concrete	\$255/test
254	Concrete Relative Humidity	\$75/location*

ASPHALT TESTING		
270	Bulk Specific Gravity of Compacted Mix	\$75/test
85	Laboratory Compacting of HMA Samples	\$100/each
163	Rice Specific Gravity	\$150/test
230	Stabilometer of Premixed AC	\$75/each
231	Swell Test	\$100/test
243	Laboratory Mixing of HMA Samples	\$75/each
246	Ignition Oven Calibration	\$400/each
247	Asphalt Content by Ignition Oven	\$200/each
252	Ignition Oven Cal Factor for Grading	\$300/each

SOILS TESTING		
67	Leachfield Textural Suitability (USDA)	\$80/test
69	Particle Size Analysis	\$150/test
70	Bulk Density	\$30/test
74	Moisture - Density	\$50/test
75	Sieve Analysis (passing 200)	\$75/test
76	Liquid Limit	\$100/test

SOILS TESTING (Continued)		
77	Percent Organics	\$50/test
78	Plastic Limit	\$100/test
79	Moisture Content	\$50/test
80	Plastic Index	\$200/test
82	Unconfined Compressive Strength	\$115/test
86	Consolidation	\$450/test
166	R-Value	\$350/test
176	Expansion Index	\$200/test
183	Swell Test	\$55/point

DIRECT SHEAR		
156	Consolidated Drained (CD)	\$200/point
157	Unconsolidated Undrained (UU)	\$150/point
158	Consolidated Undrained (CU)	\$175/point
162	Additional Cycles	\$75/each

TRIAXIAL COMPRESSION		
321	TXUU (Unconsolidated Undrained)	\$125/point
322	TXCU (Consolidated Undrained)	\$395/point
323	TXCD (Consolidated Drained)	\$515/point
325	TXCU -3 stage	\$1,100/test
326	TXCD-3 stage	\$1,200/test

MASONRY TESTING		
150	Masonry Block Compressive Strength	\$65/unit
151	Masonry Block Absorption & Moisture	\$50/unit
152	Masonry Block Linear Shrinkage	\$85/unit
153	Masonry Block Prism Compressive Strength	\$125/unit
181	Masonry Block Freeze-Thaw	\$250/test
221	Masonry Core Shear Testing	\$50/unit
226	Grout Compressive Strength	\$40/each

STRUCTURAL STEEL/WELDING SERVICES		
44	Ultrasonic Weld Flaw Detection	\$25/hour
174	Torque Wrench for Bolts (0-250 ft-lbs)	\$50/day*
174A	Torque Wrench for Bolts (250-1,000 ft-lbs)	\$75/day
175	Skidmore-Wilhelm Bolt Tension Calibrator	\$175/day
210	Magnetic Particle Testing	\$25/hour*
211	Ultrasonic Thickness Testing of Materials	\$100/day*

OTHER SERVICES		
109	Rebar Locating Device	\$100/day*
133	Fireproofing Density	\$100/test
142	Tension Testing (load cell/hydraulic ram)	\$100/day*
172	Core Drilling Machine	\$100/day*
173	Diamond Bit Core Barrel	\$5/inch
371	Sample Disposal	\$5/unit

NOTES		
1.	Soils described by Unified Soil Classification System (USCS; ASTM D-2487) unless otherwise noted.	
2.	Not all tests listed.	
*	Plus certified field technician.	
**	If concrete or core is sampled and delivered to lab by an outside contractor add \$5/unit for specimen processing and curing per ASTM C-31.	



## Civil Equipment Usage—Eureka

Reference: \_\_\_\_\_  
Job Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

Item	Description	Unit Cost	Quantity	Total
016	B&W Plots	\$0.40/SF		
025a	Specialized software	\$250.00		
030	Copies (8½x11)	\$0.15		
033	ATV usage	\$150.00		
034	Vehicle	\$50.00		
036	Color plots	\$0.90/SF		
045	Mylar Prints	\$20.00		
101H	Handheld GPS	\$25.00		
105P	Paint	\$5.00		
110	Waterlevel meter	\$44.00		
113	pH meter	\$71.00		
128	Turbidity meter	\$35.00		
134	Dissolved oxygen meter	\$58.00		
139	Generator	\$71.00		
168	Traffic counters	\$25.00		
169	Expendable field supplies	\$40.00		
170	Hand auger	\$44.00		
208	Laptop/Tablet (day)	\$50.00		
214	Traffic signs	\$25.00		
222	Resource grade GPS	\$150.00		
310	Mylar Grid	\$13.00		
359	Flow Probe (Meter) (week)	\$100.00		
361	Underwater Camera (day)	\$25.00		



## Survey Equipment Usage and Supplies

Reference: \_\_\_\_\_  
Job Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

Item	Description	Unit Cost	Quantity	Total
016	B&W Plots (ea.)	\$0.40/SF		
026	Per Diem (day)	\$150.00		
030	Copies (ea.)	\$0.15		
033	ATV Usage (day)	\$150.00		
034	Vehicle Day Fee (day)	\$50.00		
036	Color Plots (ea.)	\$0.90/SF		
045	Mylar print (ea.)	\$20.00		
046	5x8 Utility Trailer (day)	\$50.00		
101S	Survey Grade GPS Equipment (day)	\$400.00		
102L	Auto Level (day)	\$100.00		
102R	Robotic Total Station Package (day)	\$300.00		
105F	Flagging (Roll)	\$4.00		
105G	Wood Ginnies (ea.)	\$1.00		
105H	Wood Hubs (ea.)	\$2.00		
105L	Wood Lath (24" - 48") (ea.)	\$2.00		
105P	Paint (can)	\$8.00		
110	Water Level Indicator (day)	\$44.00		
111	Health & Safety fee (day)	\$35.00		
169	Expendable Field Supplies (day)	\$40.00		
170	Hand Auger (day)	\$44.00		
178	Metal Detector (day)	\$25.00		
208	Laptop/Tablet (day)	\$50.00		
214	Traffic Sign (day)	\$25.00		
241	Survey Caps (ea.)	\$1.00		
242	Fence Posts (ea.)	\$10.00		
311	Rebar (ea.)	\$5.00		
334	Unoccupied Aerial Vehicle (UAV)	\$200.00		
335	Thermal Camera (UAV) (day)	\$250.00		
336	Watercraft (day)	\$50.00		

Item	Description	Unit Cost	Quantity	Total
365	Munsell Soils Book	\$50.00		
366	Fluorometer	\$40.00		
367	Infiltrometer	\$40.00		
368	Safety Supplies	\$10.00		
369	Marking Supplies	\$10.00		
370	Field hand Tools	\$10.00		





## Planning & Permitting Equipment Usage and Supplies

Reference: \_\_\_\_\_  
Job Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

Item	Description	Unit Cost	Quantity	Total
033	ATV usage (day)	\$150.00		
068A	Type 1 Noise Meter (day)	\$200.00		
068B	Type 2 Noise Meter (day)	\$100.00		
105F	Flagging (roll)	\$4.00		
105P	Paint (can)	\$8.00		
105S	Wood stakes (1x2) (ea.)	\$0.50		
110	Water level indicator (day)	\$44.00		
113	pH/conductivity meter (day)	\$71.00		
114	Flow meter (day)	\$75.00		
121	Pressure Transducer (day)	\$60.00		
128	Turbidity Meter (day)	\$35.00		
134	DO Meter (day)	\$58.00		
168	Traffic Counter (day) (ea.)	\$25.00		
169	Expendable Field Supplies (day)	\$40.00		
170	Hand Auger (day)	\$44.00		
171	Relative Survey Equipment (day)	\$35.00		
208	Laptop/Tablet (day)	\$50.00		
222	Standard GPS Positioning Device (day)	\$150.00		
225	Trimble High-Accuracy GPS Device (day)	\$150.00		
274	Pix4D Software (per use)	\$100.00		
350	CAL Flora Database (per use)	\$25.00		
351	CNDDDB Database (per use)	\$25.00		
352	Wetland Soils Indicator Kit (day)	\$5.00		
362	Trail Camera (day)	\$25.00		
363	Echometer Bat Detector (day)	\$50.00		
364	Light Meter (day)	\$50.00		

## Enviro. Equipment Usage

Reference: \_\_\_\_\_  
 Job Name: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Signature: \_\_\_\_\_

Item	Description	Cost	Quantity
025	Toughbook	\$ 150.00	
033	ATV Usage	\$ 150.00	
046	Trailer	\$ 50.00	
068	Noise Meter	\$ 150.00	
110	Water Level Meter	\$ 44.00	
111	Level D Health & Safety	\$ 35.00	
111c	Level C Health & Safety	\$ 60.00	
111w	Level D (Week)	\$ 110.00	
113	pH/Conductivity Meter	\$ 71.00	
118	Roto Hammer	\$ 50.00	
119	Drager Pump	\$ 40.00	
120	Grundfos Controller & Pump(Day)	\$ 275.00	
120A	Grundfos Controller & Pump (Week)	\$ 600.00	
121	Pressure Transducer (Day)	\$ 60.00	
121A	Pressure Transducer (Week)	\$ 180.00	
123	OVA Meter	\$ 145.00	
123a	OVA (Weekly)	\$ 508.00	
124	LEL Meter	\$ 73.00	
128	Turbidity Meter	\$ 35.00	
134	Dissolved Oxygen Meter	\$ 58.00	
135	Well Point Drive System	\$ 50.00	
138	Soil/Gas Purge Pump	\$ 30.00	
139	Generator K3KW	\$ 71.00	
139A	Generator 5-6 KW	\$ 80.00	
141	Peristaltic Pump	\$ 50.00	
143	Well Point Tips	\$ 25.00	
144	Well Point Screen	\$ 25.00	
145	Well Point Casing	\$ 15.00	
146	ORP Probe	\$ 15.00	
147	CO <sub>2</sub> Kit	\$ 10.00	

Item	Description	Cost	Quantity
155	2" DC Pump	\$ 27.00	
164	Interface Meter	\$ 71.00	
165	Purge Water Disposal-Outfall 001	\$ 2.00	
165A	Purge Water Disposal-Outfall 002	\$ 3.00	
165B	Purge Water Disposal-Willits	\$ 2.00	
169	Expendable Field Supplies	\$ 40.00	
170	Hand Auger	\$ 44.00	
171	Relative Survey Equipment	\$ 35.00	
172	Core Drill Machine	\$ 100.00	
173	Diamond Bit Core Barrel	\$ 5.00	
184	Sparge Pilot System	\$ 250.00	
204	Multirae	\$ 132.00	
206	Magnahelic Gauges	\$ 10.00	
207	Anemometer	\$ 25.00	
222	Resource GPS (day)	\$ 150.00	
225	Trimble GeoXT GPS Unit (day)	\$ 150.00	
228	Swing Sampler, 24 feet	\$ 35.00	
232	Oxygen Meter (PRO2 Check Elite)	\$ 40.00	
237	Personal Air Pump	\$ 10.00	
238	Air Sampling Pump	\$ 20.00	
250	Stormwater Sampling Kit (Day)	\$ 75.00	
251	Stormwater Sampling Kit (Week)	\$ 275.00	
253	Hobo® Data Logger (Week)	\$ 25.00	
255	XRF Analyzer (day)	\$ 250.00	
354	Ferrous Iron (Fe +2) Kit	\$ 10.00	
358	Chlorine Meter (day)	\$ 20.00	
359	Flow Probe (Meter) (Week)	\$ 100.00	





## Enviro. Hazardous Material Supplies

Reference: \_\_\_\_\_  
Job Name: \_\_\_\_\_  
Date: \_\_\_\_\_  
Signature: \_\_\_\_\_

Item	Description	Quantity	Cost	Total
Tyvek Coverall	Each		\$ 11.00	
Nitrile Lined Gloves	Each		\$ 2.50	
Organic Vapor/Acid Filter	Pair		\$ 12.00	
Distilled Water	Gallon		\$ 2.00	
Duct Tape	Roll		\$ 7.00	
Barricade Tape	Roll		\$ 35.00	
Small Tubing	Per Foot		\$ 0.50	
Plastic Sheets (Visqueen)	Per Foot		\$ 2.00	
2" Disposable Bailers/Samplers	Each		\$ 15.00	
4" Disposable Bailers	Each		\$ 20.00	
2" Locking Cap	Each		\$ 29.00	
4" Locking Cap	Each		\$ 32.00	
Dolphin Padlock	Each		\$ 18.00	
Stakes	Each		\$ 0.50	
Tedlar Bags	1 L Each		\$ 18.00	
Haz Labels	Each		\$ 1.00	
Peristaltic Tubing	Per Foot		\$ 4.00	
55-Gallon Plastic Drums	Each		\$ 40.00	
55-Gallon Steel Drums	Each		\$ 90.00	
Field Filters	Each		\$ 40.00	
Aluminum Well Box	Each		\$120.00	
Encore Samples	Each		\$ 20.00	
Ozone Drager Tubes	Each		\$ 22.00	
Soak Ease 2"	Each		\$ 15.00	
Health & Safety Fee* (gloves, water, tape)	Per Day		\$ 44.00	

\*For USTCF Jobs

Sample Only - Required Cost Proposal Template To Be Determined By Agency

ACTUAL COST PLUS FIXED FEE; SPECIFIC RATES OF COMPENSATION AND COST PER UNIT OF WORK CONTRACTS

CONTRACT TYPE \_\_\_\_\_ (LIST ONE OF THE ABOVE LISTED CONTRACT TYPES)  
SUB \_\_\_\_\_

DATE \_\_\_\_\_ Total Other Direct Costs Amount \$ \_\_\_\_\_

[illegible]

**Important Notes:**

1. "N/C" denotes No Charge
2. Pre-approved travel and Per Diem will be reimbursed in accordance with the current Caltrans Travel Guide for consultants, and detailed in executed Task Order Cost Estimates. No charge will be invoked for employee relocation costs.
3. Actual costs are based on prices from appropriate vendors and should be competitive in their respective industries. The costs will be supported with appropriate documents detailed in executed Task Order Cost Estimates. Proposed vendors shall be presented in the format specified in the Request for Proposal for each project. Pre-approved by the Caltrans Contract Manager will be required and shall be submitted along with the actual invoice.
4. Parking, tolls and local transportation cost resulting from commuting to and from the employee's residence to the job site as assigned in the Task Order are not reimbursable.
5. Other Direct Cost (ODC) items claimed shall be in compliance with 48 Code of Federal Regulation, Chapter 1, part 31 (Federal Acquisition Regulation – FAR cost principles) and shall be consistent with the firm's company-wide allocation policies and charging practices with all clients including federal government, state governments, local agencies and private clients.
6. Client cost shall be consistently billed directly to all clients (Commerce Dept., State Dept., Federal Govt., Local Govt. Agency), and not just when the client will pay for them as a direct cost.
7. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
8. For those Items listed here as "tools of the trade" that is part of indirect cost and not applicable as a direct cost, note as Not Applicable (NA).





1/1/2025	6/30/2025	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$74.28	\$117.42	\$156.56	\$11.49	\$89.77	\$128.91	\$168.06	\$4.74	\$18.10	\$31.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$241.33	\$280.47	\$319.81	5.00%	\$ 78.28	N/A
7/1/2025	6/30/2026	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$89.19	\$120.29	\$164.38	\$11.49	\$93.58	\$134.78	\$175.87	\$6.65	\$23.97	\$39.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.38	\$294.48	\$335.57	5.00%	\$ 82.19	N/A
7/1/2026	6/30/2027	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$96.52	\$129.45	\$181.24	\$11.49	\$97.79	\$141.42	\$182.73	\$7.08	\$26.91	\$45.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$259.37	\$304.48	\$345.57	5.00%	\$ 86.62	N/A
7/1/2027	6/30/2028	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$103.85	\$132.91	\$187.18	\$11.49	\$101.08	\$145.11	\$187.73	\$7.59	\$29.81	\$50.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$268.36	\$313.48	\$354.57	5.00%	\$ 91.13	N/A
7/1/2028	6/30/2029	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$111.18	\$140.26	\$193.11	\$11.49	\$104.31	\$148.34	\$193.78	\$8.10	\$32.71	\$55.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$277.35	\$322.48	\$363.57	5.00%	\$ 95.64	N/A
7/1/2029	6/30/2030	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$118.51	\$149.31	\$200.04	\$11.49	\$107.54	\$157.37	\$200.45	\$8.61	\$35.61	\$60.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$286.34	\$331.48	\$372.57	5.00%	\$ 100.15	N/A
7/1/2030	6/30/2031	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$125.84	\$158.36	\$206.97	\$11.49	\$110.77	\$166.40	\$206.96	\$9.12	\$38.51	\$64.93	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$295.33	\$340.48	\$381.57	5.00%	\$ 104.66	N/A
7/1/2031	6/30/2032	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$133.17	\$167.41	\$213.90	\$11.49	\$114.00	\$175.43	\$213.95	\$9.63	\$41.41	\$70.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$304.32	\$349.48	\$390.57	5.00%	\$ 109.17	N/A
7/1/2032	6/30/2033	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$140.50	\$176.46	\$220.93	\$11.49	\$117.23	\$184.46	\$220.98	\$10.14	\$44.31	\$76.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$313.31	\$358.48	\$399.57	5.00%	\$ 113.68	N/A
7/1/2033	6/30/2034	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$147.83	\$185.51	\$227.96	\$11.49	\$120.46	\$193.49	\$227.99	\$10.65	\$47.21	\$80.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$322.30	\$367.48	\$408.57	5.00%	\$ 118.19	N/A
7/1/2034	6/30/2035	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$155.16	\$194.56	\$234.99	\$11.49	\$123.69	\$202.52	\$234.99	\$11.16	\$50.11	\$84.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$331.29	\$376.48	\$417.57	5.00%	\$ 122.70	N/A
7/1/2035	6/30/2036	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$162.49	\$203.61	\$242.02	\$11.49	\$126.92	\$211.55	\$242.02	\$11.67	\$53.01	\$88.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$340.28	\$385.48	\$426.57	5.00%	\$ 127.21	N/A
7/1/2036	6/30/2037	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$169.82	\$212.66	\$249.05	\$11.49	\$130.15	\$220.58	\$249.05	\$12.18	\$55.91	\$93.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$349.27	\$394.48	\$435.57	5.00%	\$ 131.72	N/A
7/1/2037	6/30/2038	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$177.15	\$221.71	\$256.08	\$11.49	\$133.38	\$229.61	\$256.08	\$12.69	\$58.81	\$98.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$358.26	\$403.48	\$444.57	5.00%	\$ 136.23	N/A
7/1/2038	6/30/2039	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$184.48	\$230.76	\$263.11	\$11.49	\$136.61	\$238.64	\$263.11	\$13.20	\$61.71	\$102.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$367.25	\$412.48	\$453.57	5.00%	\$ 140.74	N/A
7/1/2039	6/30/2040	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$191.81	\$239.81	\$270.14	\$11.49	\$139.84	\$247.67	\$270.14	\$13.71	\$64.61	\$107.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$376.24	\$421.48	\$462.57	5.00%	\$ 145.25	N/A
7/1/2040	6/30/2041	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$199.14	\$248.86	\$277.17	\$11.49	\$143.07	\$256.70	\$277.17	\$14.22	\$67.51	\$112.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$385.23	\$430.48	\$471.57	5.00%	\$ 149.76	N/A
7/1/2041	6/30/2042	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$206.47	\$257.91	\$284.20	\$11.49	\$146.30	\$265.73	\$284.20	\$14.73	\$70.41	\$117.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$394.22	\$439.48	\$480.57	5.00%	\$ 154.27	N/A
7/1/2042	6/30/2043	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$213.80	\$267.06	\$291.23	\$11.49	\$149.53	\$274.76	\$291.23	\$15.24	\$73.31	\$122.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$403.21	\$448.48	\$489.57	5.00%	\$ 158.78	N/A
7/1/2043	6/30/2044	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$221.13	\$276.11	\$298.26	\$11.49	\$152.76	\$283.79	\$298.26	\$15.75	\$76.21	\$127.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$412.20	\$457.48	\$498.57	5.00%	\$ 163.29	N/A
7/1/2044	6/30/2045	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$228.46	\$285.16	\$305.29	\$11.49	\$156.00	\$292.82	\$305.29	\$16.26	\$79.11	\$132.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$421.19	\$466.48	\$507.57	5.00%	\$ 167.80	N/A
7/1/2045	6/30/2046	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$235.79	\$294.21	\$312.32	\$11.49	\$159.23	\$301.85	\$312.32	\$16.77	\$82.01	\$137.34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$430.18	\$475.48	\$516.57	5.00%	\$ 172.31	N/A
7/1/2046	6/30/2047	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$243.12	\$303.26	\$319.35	\$11.49	\$162.46	\$310.88	\$319.35	\$17.28	\$84.91	\$142.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$439.17	\$484.48	\$525.57	5.00%	\$ 176.82	N/A
7/1/2047	6/30/2048	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$250.45	\$312.31	\$326.38	\$11.49	\$165.69	\$319.91	\$326.38	\$17.79	\$87.81	\$147.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$448.16	\$493.48	\$534.57	5.00%	\$ 181.33	N/A
7/1/2048	6/30/2049	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$257.78	\$321.36	\$333.41	\$11.49	\$168.92	\$328.94	\$333.41	\$18.30	\$90.71	\$152.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$457.15	\$502.48	\$543.57	5.00%	\$ 185.84	N/A
7/1/2049	6/30/2050	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$265.11	\$330.41	\$340.44	\$11.49	\$172.15	\$337.97	\$340.44	\$18.81	\$93.61	\$157.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$466.14	\$511.48	\$552.57	5.00%	\$ 190.35	N/A
7/1/2050	6/30/2051	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$272.44	\$339.46	\$347.47	\$11.49	\$175.38	\$347.00	\$347.47	\$19.32	\$96.51	\$161.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$475.13	\$520.48	\$561.57	5.00%	\$ 194.86	N/A
7/1/2051	6/30/2052	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$279.77	\$348.51	\$354.50	\$11.49	\$178.61	\$356.03	\$354.50	\$19.83	\$99.41	\$166.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$484.12	\$529.48	\$570.57	5.00%	\$ 199.37	N/A
7/1/2052	6/30/2053	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$287.10	\$357.56	\$361.53	\$11.49	\$181.84	\$365.06	\$361.53	\$20.34	\$102.31	\$171.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$493.11	\$538.48	\$579.57	5.00%	\$ 203.88	N/A
7/1/2053	6/30/2054	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$294.43	\$366.61	\$368.56	\$11.49	\$185.07	\$374.09	\$368.56	\$20.85	\$105.21	\$176.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$502.10	\$547.48	\$588.57	5.00%	\$ 208.39	N/A
7/1/2054	6/30/2055	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$301.76	\$375.66	\$375.59	\$11.49	\$188.30	\$383.12	\$375.59	\$21.36	\$108.11	\$181.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$511.09	\$556.48	\$597.57	5.00%	\$ 212.90	N/A
7/1/2055	6/30/2056	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$309.09	\$384.71	\$382.62	\$11.49	\$191.53	\$392.15	\$382.62	\$21.87	\$111.01	\$186.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$520.08	\$565.48	\$606.57	5.00%	\$ 217.41	N/A
7/1/2056	6/30/2057	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$316.42	\$393.76	\$389.65	\$11.49	\$194.76	\$401.18	\$389.65	\$22.38	\$113.91	\$191.46	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$529.07	\$574.48	\$615.57	5.00%	\$ 221.92	N/A
7/1/2057	6/30/2058	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$323.75	\$402.81	\$396.58	\$11.49	\$197.99	\$410.21	\$396.58	\$22.89	\$116.81	\$196.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$538.06	\$583.48	\$624.57	5.00%	\$ 226.43	N/A
7/1/2058	6/30/2059	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$331.08	\$411.86	\$403.51	\$11.49	\$201.22	\$419.24	\$403.51	\$23.40	\$119.71	\$201.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$547.05	\$592.48	\$633.57	5.00%	\$ 230.94	N/A
7/1/2059	6/30/2060	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$338.41	\$420.91	\$410.44	\$11.49	\$204.45	\$428.27	\$410.44	\$23.91	\$122.61	\$206.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$556.04	\$601.48	\$642.57	5.00%	\$ 235.45	N/A
7/1/2060	6/30/2061	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$345.74	\$429.96	\$417.47	\$11.49	\$207.68	\$437.30	\$417.47	\$24.42	\$125.51	\$211.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$565.03	\$610.48	\$651.57	5.00%	\$ 239.96	N/A
7/1/2061	6/30/2062	51.56	\$77.34	\$103.12	\$33.47	\$85.03	\$110.81	\$136.59	\$353.07	\$439.01	\$424.50	\$11.49	\$210.91	\$446.33	\$424.50	\$24.93	\$128.41	\$216.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$574.02	\$61				







## EXHIBIT 10-H2 COST PROPOSAL Form 3 of 3

**Certification of Direct Costs:**

I, the undersigned, certify to the best of my knowledge and belief that all direct costs identified on the cost proposal(s) in this contract are actual, reasonable, allowable, and allocable to the contract in accordance with the contract terms and the following requirements:

7. Generally Accepted Accounting Principles (GAAP)
8. Terms and conditions of the contract
9. Title 23 United States Code Section 112 - Letting of Contracts
10. 48 Code of Federal Regulations Part 31 - Contract Cost Principles and Procedures
11. 23 Code of Federal Regulations Part 172 - Procurement, Management, and Administration of Engineering and Design Related Service
12. 48 Code of Federal Regulations Part 9904 - Cost Accounting Standards Board (when applicable)

All costs must be applied consistently and fairly to all contracts. All documentation of compliance must be retained in the project files and be in compliance with applicable federal and state requirements. Costs that are noncompliant with the federal and state requirements are not eligible for reimbursement.

**Prime Consultant or Subconsultant Certifying:**

Name: Brenda Sigler Title\*: CFO  
Signature: [Signature] Date of Certification (mm/dd/yyyy): 01/16/25  
Email: bsigler@shn-engr.com Phone Number: 707-441-8855  
Address: 812 W. Wabash Ave., Eureka, CA 95501

\*An individual executive or financial officer of the consultant's or subconsultant's organization at a level no lower than a Vice President or a Chief Financial Officer, or equivalent, who has authority to represent the financial information utilized to establish the cost proposal for the contract.

List services the consultant is providing under the proposed contract:

On-call engineering and environmental services.

7. If mileage is claimed, the rate should be properly supported by the consultant's calculation of their actual costs for company vehicles. In addition, the miles claimed should be supported by mileage logs.
8. If a consultant proposes rental costs for a vehicle, the company must demonstrate that this is their standard procedure for all of their contracts and that they do not own any vehicles that could be used for the same purpose.
9. The cost proposal format shall not be amended. All costs must comply with the Federal cost principles.
10. Add additional pages if necessary.
11. Subconsultants must provide their own cost proposals.

## NOTES:

1. Key Personnel must be marked with an asterisk (\*) and employees that are subject to prevailing wage requirements must be marked with two asterisks (\*\*). with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. The Cost proposal format shall not be amended.
3. Billing rate = actual hourly rate \* (1+ICR) \* (1+Fee). Indirect cost rates shall be updated on an annual basis in accordance with the consultant's annual accounting period and established by a cognized agency or accepted by Caltrans. All costs must comply with the Federal cost principles for reimbursement.
4. For named employees and key personnel enter the actual hourly rate. For classifications only, enter the Average Hourly Rate for that classification.

**EXHIBIT 10-H2 COST PROPOSAL** Form 2 of 3

**SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)**  
**(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)**

Consultant SHN Consulting Engineers & Geologists, Inc. ☒ Prime Consultant ☐ Subconsultant

Project No. TBD Contract No. TBD Date                     

<b>SCHEDULE OF OTHER DIRECT COST ITEMS (Add additional pages as necessary)</b>				
<b>Description of Item</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Total</b>
Mileage Cost		Mile	\$ IRS Rate	\$
<b>See attached Rate Schedule for all other ODC's</b>			\$	\$

Note: Add Additional pages if necessary.

## NOTES:

1. List direct cost items with estimated costs. These costs should be competitive in their respective industries and supported with appropriate documentations.
2. Proposed ODC items should be consistently billed regardless of client and contract type.
3. Items when incurred for the same purpose, in like circumstance, should not be included in any indirect cost pool or in the overhead rate.
4. Items such as special tooling, will be reimbursed at actual cost with supporting documentation (invoice).
5. Items listed above that would be considered "tools of the trade" are not reimbursable as other direct cost.
6. Travel related costs should be pre-approved by the contracting agency and shall not exceed current State Department of Personnel Administration rules.

**EXHIBIT 10-H2 COST PROPOSAL** Page 1 of 3  
SPECIFIC RATE OF COMPENSATION (USE FOR ON-CALL OR AS-NEEDED CONTRACTS)  
(CONSTRUCTION ENGINEERING AND INSPECTION CONTRACTS)

Note: Mark-ups are Not Allowed

 Consultant \_\_\_\_\_ ☒ Prime Consultant ☐ Subconsultant ☐ 2nd Tier Subconsultant

 Project No. TBD Contract No. TBD Participation Amount \$ TBD Date January 16, 2025

For Combined Rate	Fringe Benefit 0% + General & Administrative 0%	=	180.26% Combined ICR %
	OR		
For Home Office Rate	Fringe Benefit % + General & Administrative %	=	0.00% Home Office ICR %
		FEE	= 10%

## BILLING INFORMATION

## CALCULATION INFORMATION

Name/Job Title/Classification <sup>1</sup>	Hourly Billing Rates <sup>2</sup>			Effective Date of Hourly		Actual or Avg.	% or \$	Hourly Range -
	Straight	OT(1.5x)	OT(2x)	From	To	Hourly Rate <sup>3</sup>	Increase	for Classifications Only
Jordan Ludtke - Civil Engineer/Inspection	\$77.07	\$115.61	\$154.14	1/1/2025	6/30/2025	\$25.00	0.00%	
	\$80.93	\$121.39	\$161.85	7/1/2025	6/30/2026	\$26.25	5.00%	
	\$84.97	\$127.46	\$169.94	7/1/2026	6/30/2027	\$27.56	5.00%	
	\$89.22	\$133.83	\$178.44	7/1/2027	6/30/2028	\$28.94	5.00%	
	\$93.68	\$140.52	\$187.36	7/1/2028	6/30/2029	\$30.39	5.00%	
	\$98.36	\$147.55	\$196.73	7/1/2029	6/30/2030	\$31.91	5.00%	
Michael Malone - Staff Engineer/Inspection	\$120.11	\$180.16	\$240.22	1/1/2025	6/30/2025	\$38.96	0.00%	
	\$126.11	\$189.17	\$252.23	7/1/2025	6/30/2026	\$40.91	5.00%	
	\$132.42	\$198.63	\$264.84	7/1/2026	6/30/2027	\$42.95	5.00%	
	\$139.04	\$208.56	\$278.08	7/1/2027	6/30/2028	\$45.10	5.00%	
	\$145.99	\$218.99	\$291.98	7/1/2028	6/30/2029	\$47.36	5.00%	
	\$153.29	\$229.94	\$306.58	7/1/2029	6/30/2030	\$49.72	5.00%	
Jacob Rivera - Staff Engineer/Inspection	\$101.92	\$152.88	\$203.84	1/1/2025	6/30/2025	\$33.06	0.00%	
	\$107.02	\$160.52	\$214.03	7/1/2025	6/30/2026	\$34.71	5.00%	
	\$112.37	\$168.55	\$224.73	7/1/2026	6/30/2027	\$36.45	5.00%	
	\$117.98	\$176.98	\$235.97	7/1/2027	6/30/2028	\$38.27	5.00%	
	\$123.88	\$185.83	\$247.77	7/1/2028	6/30/2029	\$40.18	5.00%	
	\$130.08	\$195.12	\$260.16	7/1/2029	6/30/2030	\$42.19	5.00%	
Colten Collings - Civil Engineer/Inspection	\$121.25	\$181.87	\$242.50	1/1/2025	6/30/2025	\$39.33	0.00%	
	\$127.31	\$190.97	\$254.62	7/1/2025	6/30/2026	\$41.30	5.00%	
	\$133.68	\$200.52	\$267.35	7/1/2026	6/30/2027	\$43.36	5.00%	
	\$140.36	\$210.54	\$280.72	7/1/2027	6/30/2028	\$45.53	5.00%	
	\$147.38	\$221.07	\$294.76	7/1/2028	6/30/2029	\$47.81	5.00%	
	\$154.75	\$232.12	\$309.50	7/1/2029	6/30/2030	\$50.20	5.00%	
Kyle Reese - Staff Engineer/Inspection	\$120.48	\$180.72	\$240.96	1/1/2025	6/30/2025	\$39.08	0.00%	
	\$126.50	\$189.75	\$253.00	7/1/2025	6/30/2026	\$41.03	5.00%	
	\$132.83	\$199.24	\$265.65	7/1/2026	6/30/2027	\$43.09	5.00%	
	\$139.47	\$209.20	\$278.94	7/1/2027	6/30/2028	\$45.24	5.00%	
	\$146.44	\$219.66	\$292.88	7/1/2028	6/30/2029	\$47.50	5.00%	
	\$153.76	\$230.65	\$307.53	7/1/2029	6/30/2030	\$49.88	5.00%	

(Add pages as necessary)